

CapitolRiver Council Meeting Agenda

May 16, 2023, Board of Directors Meeting, 5:15 p.m.

Board members and the public are invited to attend via Zoom videoconference.

Zoom Meeting Link

<https://us02web.zoom.us/j/87480273918?pwd=K1ppS1RycFpZMlZSZGIxeEQxNHBPZz09>

Meeting ID: 874 8027 3918, Passcode: 122532

CRC MISSION

CapitolRiver Council, an official advisory group to the City Council, represents and works in partnership with all District 17 stakeholders to act on urban planning and community building efforts as part of a shared vision to support sustainable, safe, healthy, and vibrant neighborhoods.

Rules of Procedure

Welcome to our meeting! When we make decisions as a group, we want all board members and guests to have the opportunity to participate in the discussion. Please wait to be recognized by the Board Chair or other person who is facilitating the meeting. Keep comments and questions brief, and relevant to the agenda item that is being discussed. Avoid making personal attacks or using disrespectful language.

Please see the complete Rules of Procedure at the end of this document for more detail.

Call to Order and Introductions, Chair Jess Grams (5:15-5:25 p.m.)

Call to Order and Land Acknowledgement: We acknowledge that this meeting is taking place on Dakota land and the home of the Ojibway people. We also note that we are blessed to use this digital platform, which is not always available to low-income, rural, or indigenous people and communities. We reflect on this to remember our responsibility and privilege to protect these spaces -- both physical and digital -- and to maintain a respectful environment where all people feel welcome, safe, and able to access the process of decision-making in our work.

- I. Introductions and Welcome – attendees are asked to briefly introduce themselves to the group.
- II. Previous Meeting Minutes – the March 21, 2023 board meeting minutes are posted on the website. If there are no changes, they will be adopted.

Discussion Item – Strategic Planning Update and Financial Update (5:25-5:45 p.m.)

- III. Summary of feedback received: CRC Development Director / Event Coordinator Amy Lee sent a survey to board members, and she will provide a summary of the feedback received and information about next steps.
- IV. Financial Update -- Executive Director Jon Fure: The City contract has been approved but not yet signed by all City officials. The CRC officers authorized the application of a short-term loan to pay bills between now and the estimated timeframe for the City to reimburse CRC for expenses from January – March. Monthly financial statements are posted on the website.

Action Items – Pride Fest Sponsorship, updated CRC budget, and Annual Meeting Scheduling (5:45-6:15 p.m.)

- V. Motion by CRC officers to spend up to \$1,600 to sponsor a table at Pride Fest in Rice Park on June 10. Board members are asked to discuss and vote on the motion.
- VI. Motion by CRC officers to adopt the draft budget, as recommended by Jon Fure. The budget includes the \$1,600 sponsorship fee, reduces Executive Director wages, and updates other expenses and income based on new information.
- VII. Annual Meeting Schedule – Jon Fure: The Annual Meeting was tentatively planned for June 20 at the Cabaret at Camp Bar, and as of April 20, the venue was tentatively available. We were informed on May 9 that in fact the venue has been scheduled on Tuesdays through July. The recommendation is to schedule the Annual Meeting on June 27 at the Hep Cat event space on the lower level in the Osborn 370 building. The agenda will be a social hour from 4:30 to 5:30, board member election, followed by a break, from 5:30 to 6:15 p.m., followed by a presentation by the Downtown Alliance on its Downtown Investment Strategy and Q and A.
- VIII. Appointed members for 2023-2024: The CRC Bylaws allow for up to 7 organizations to appoint a person to serve as a CRC board member. The Downtown Alliance would like to appoint someone to serve on the CRC board, which requires a motion and a vote. Board members are asked to identify other organizations that may be interested in being represented on the CRC board also.

Committee Updates (6:15-6:20 p.m.)

- IX. Public Realm Committee: The committee will meet on June 1, at 5 p.m. Location and agenda are TBD.
- X. Skyway Governance Advisory Committee: The committee will meet on May 26 at 9 a.m. via zoom.

Board Member Updates (6:20-6:45 p.m.)

- XI. Board member updates and requests for future agenda items.

Adjournment

Rules of Procedure

Welcome to our meeting! When we make decisions as a group, we want all board members to have the opportunity to participate in the discussion. The following rules enable us to move through our agenda efficiently, while giving people with different opinions the opportunity to participate in the discussion. When we invite guests to participate, we ask that you also agree to the following:

- Turn off or silence cell phones.
- Wait to be recognized by the board chair before speaking.
- Only one person speaks at a time.
- Keep comments brief – please stay within the allotted time on the agenda for committee updates and other agenda items, and keep other questions and comments to 1 minute.
- Keep comments to the agenda item that is being discussed.
- When you have given your opinion or asked a question, allow others time to give their opinion or ask a question before speaking again.
- Avoid making personal attacks or using disrespectful or offensive language.
- Unless otherwise specified in CRC Bylaws or policy, board action requires:
 - A motion by a board member, seconded by another board member (except that a motion by a committee does not need to be seconded).
 - Discussion by board members.
 - Discussion by the public at the discretion of the chair.

- A majority of board members must vote in favor of the motion.
- If a board member proposes one or more changes to a motion, the board must first vote on the proposed change(s) and then vote on the motion.
- If a board member makes a motion to end the debate on an agenda item and call the previous question, and if it is seconded by another board member, the board must vote on that motion without debate, and if a majority of board members vote in favor of the motion to call the previous question, the board must vote on the motion that was being debated.