

Columbia Park Neighborhood Association (CPNA)

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Columbia Park Neighborhood Association (CPNA) CPNA Board Meeting Minutes Wednesday, October 9, 2024 (In-Person at Columbia Manor Reception Hall, 3300 Central Avenue NE)

Time: 5:30pm - 7:00pm

Attendees: Frances Schmitz, Shannon Guerisoli, Brittany Bradley, Donnie, Kim, Eva, Robert, Josh, Shane,
Guests: Aryca Myers, Mario Vargas, Stacy Sorenson.

- The CPNA votes in the following executive committee by unnaaminous vote:
 - President/Chair: Shannon Johnson Guerisoli
 - Vice President: Frances Schmitz
 - Treasurer: Justin Martin
 - Secretary: Brittany Bradley
- Stacy – finance from Minneapolis will have some
 - NRP investment program
 - Home improvement program (no decisions needed today)
 - GIMC
 - Installment, emergency deferred program, forgivable loans, interest rates and criteria for different program
- Ward 1 Summit
 - Tuesday October 29, 6:00-7:30
 - Shane
 - Shannon
- Need to pick an email
 - Committees and individual emails
 - What should our email name
 - Policy and procedure
- Reviewing required policies and procedures
 - **ADA policy**
 - **Motion**
 - **Motion: Robert**
 - **Second: Josh**
 - **Unanimous vote (8 in favor, 0 again, 0 abstentions)**
 - **Conflict of Interest policy**
 - **Motion:**
 - **Shane made the motion**
 - **Donnie made the motion**
 - **Unanimous vote (8 in favor, 0 against, 0 abstentions)**

○ **Conflict of Interest Annual Certification**

- Board need to decide on the corrective action, or you need to step down
- Turn these into Brittany at our November, sign
- Robert conflict of interest annual certificate – adopted into
- Keep electronic and paper policy
- Propose a slate voting – everybody voting since we have approved Conflict of Interest Policy
- **Motion to adopt by slate**
 - **Motion - Robert**
 - **Second - Brittany**
 - **Unanimous vote (8 in favor, 0 against, 0 abstentions)**

○ **Records retention**

- Shane's amendment
 - retained paper and electronic copies and maintained and uploaded into our, not necessary papers
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- **Motion**
 - **Motion – Brittany**
 - **Second - Kim**
 - **Unanimous vote (8 in favor, 0 against, 0 abstentions)**

○ **Donor Privacy Policy**

- **Motion**
 - **Motion: Kim**
 - **Second: Robert**
 - **Unanimous vote (8 in favor, 0 against, 0 abstentions)**

○ **EEO Policy and AA plan policy**

- Standard
- Please know this procedure, report this with the CPNA, and work internally
- **Motion**
 - **Motion: Bob**
 - **Second: Joshua**
 - **Unanimous vote (8 in favor, 0 against, 0 abstentions)**

○ **Gift Acceptance Policy**

- Need to provide tax write offs receipts for donors
- Treasurer, going to be the holder of the policy
- **Motion**
 - **Motion: Shane**
 - **Second: Donnie**
 - **Unanimous vote (8 in favor, 0 against, 0 abstentions)**

- Next meeting is 11/15