

Executive Committee Meeting
Tuesday, November 29, 2011, 9 a.m.
Minutes

In Attendance: David Ginople, Joseph Hall, Laura Weathered, Adam Burck, Jessica Wobbekind

1. Introduction of Clover Morell

The attending members of the Executive Committee were introduced to Clover, the new administrative assistant.

2. Adopt policy for Commissioner qualifications-

There is a draft version of commissioner qualifications from the city that has been recommended for adoption with a few changes:

- a. Define the agents of a property as "For businesses, agents should be part of the management team of the owner or lessee."
- b. Define how many Commissioners can come from one PIN: "In an ideal situation, each PIN or entity should be represented by only one Commissioner. An entity can be defined as 1 FEIN number."
- c. Combine bullet points 2 and 4, adding the sub-area of Western.
- d. No more than 3 Commissioners should simultaneously serve as Board Members.

Motion 1: To accept the changes to the Draft Nomination Guidelines and adopt this document as our policy for Commissioner qualifications.

Motion 2: To accept the application for Commissioner of Ken Lubinski.

Motion 3: To accept the application for Commissioner of Josh Chicoine.

3. Review of the Conflict of Interests Policy

A review of the Conflict of Interest policy was requested because there is some concern about a proposal from NNWAC. This has come up with in the past with other commissioners as well. A review of the policy confirms that if there is a conflict of interest, it needs to be stated and when the proposal is reviewed, the commissioner shall leave the room. It was agreed that the policy is appropriate and an occasional review of it is helpful. It was also agreed that the policy should be carefully followed.

4. Budget

There is some money left in the budget that should be spent by the end of the year. It has been determined that there is about \$120,000 left. Several possibilities have been considered, such as:

- a. Bike racks (approx. \$17,000)
- b. Additional tree pruning (approx. \$10,000)
- c. Arts projects
- d. An annual report

Motion 4: to transfer \$3,000 from line 1.05 (Special Events) and \$1,000 from line 7.06 (Safety Seminars) for a total of \$4,000 to line 7.05 (Lighting, Tree Pruning); \$10,000 from line 3.08 (Public Arts and Murals) to line 1.06 (Website/Technology); \$13,000 from line 6.10 (Public Transit Enhancements), \$2,000 from line 4.08 (Zoning Changes) and \$9,000 from line 8.06 (SSA Start-up Costs) for a total of \$24,000 to line 6.01 (Bicycle Advocacy); \$5000 in funds from line 1.08 (Festivals) to line item 1.09 (Grants).