

MINUTES

EXECUTIVE COMMITTEE OF THE WEST BANK COMMUNITY COALITION
Sunday, March 11, 2007
1:00 p.m., RPTA Office

1. Call to Order – 1:15 pm
2. Approve Agenda – approved with the amendment to change item 3 to February Minutes
3. February Minutes - approved
4. Secretary's Report
 - A. Phone – no update, will talk to Deven
 - B. Website – will continue to work on this
 - C. Went to the Organizational Development meeting. Roger Meyer would like everyone (on the WBCC board and the NRP Steering Committee) to sign a code of conduct prior to his training. He will provide a version for the board to look at, hopefully in time for the March board meeting. The group is planning that there will be a meeting with the WBCC board, the NRP Steering Committee and staff and possibly a second meeting with community members. The planning group briefly discussed the idea of acknowledging conflict in the past and the need to move on.
5. Treasurer's Report
 - A. A \$166 check written to Lotts for Dec 2006 services.
 - B. Use of cancelled checks was ok'ed by Bob Cooper – Jean will go to the bank and cancel the service of the WBCC receiving the cancelled checks.
 - C. Bob Cooper confirmed that the WBCC only needs to fill out one end of the year report describing the use of the full CIP \$2000 contract amount.
6. President's Report
 - A. League of Women Voters Honorarium – Executive Committee recommends that the WBCC give the League of Women Voters an honorarium of \$50 for their services at the 2006 Annual Meeting (providing check-in and vote counting)
 - B. Committees – no update, Jim hopes that the organizational development process will touch on this issue
 - C. Central Corridor update
 - a. Jim and other Dania Partners will meet with Kathleen O'Brian (U of M VP for University Services).
 - b. Dania Partners are planning a neighborhood meeting with Keith Ellison around the placement of the Cedar-Riverside station.
 - c. Jim will be attending the next Central Corridor Advisory Committee this Thursday.
 - d. Cam is hosting a meeting between CRBA and Kathleen O'Brian this Monday 3-4pm at his office. Rosemary has offered to give anyone a ride from the neighborhood. Jean will attend.
 - D. CURA grant – A planning meeting was held on 3/7. The group is working on preparing talking points prior to the meeting. A friend of Jim's is helping to make introductions between the WBCC and Mrs. Park of Korean Social Services. She will also attend the meeting. Jean may be able to provide some help in contacting the Vietnamese and Oromo communities.
 - E. Keys –
 - a. Jim tried to contact Rhonda about keys and she has not responded. Jen will look at the WBCC office again and see if it is possible to fit her file cabinet in that room.

- b. Computer lab & WBCC Office – Jean will give a copy to Abia
 - c. WBCC file cabinet – Jean does not have a copy
 - d. NRP cabinet – Abia is the only person that has a copy of this key. Deven said she would make 4 copies of this when she spoke with Abia.
- F. Letter in The Bridge (“Warehousing Immigrants”) – RPTA is the most appropriate entity to respond.
- G. Unemployment Insurance – Marvin is working on this
- H. Nonprofit Insurance – Bob Miller asked that an additional questionnaire be filled out in order for the insurance to be renewed. Jim asked if the WBCC is currently insured and has not gotten a response. Jen may follow up with the insurance company for clarification.

7. Old Business

- A. People’s Institute for Survival and Beyond – Hashi has not responded
- B. Letter to Organizations - Doris working on a poster. Laura has compiled a list of organizations. Abia will add the names of Somali businesses that made donations to the 2006 Annual Meeting. Jean will distribute the poster to neighborhood businesses and organization, and use this as an opportunity to make introductions.
- C. Organizational Development – given during the Secretary’s report
- D. Alternate to Small Area Committee (to replace Xan) – The Executive Committee recommends that Jean be appointed as the WBCC alternate to the Small Area Committee.
- E. Quickbooks Training – We are waiting for Jeanne to reply to Abia’s request for the WBCC’s chart of accounts. Laura will organize training meeting.
- F. 1099 for Rodger Meyer – Abia will request that Jeanne prepare a 1099 for Rodger Meyer.
- G. LUC vision statement & purpose of committee – Executive Committee made minor recommends and will send it back to Doris to present during the Land Use Committee report.

8. New Business

- A. Business Taxes – The Executive Committee recommends that in its role as fiscal agent and exercising financial oversight, the WBCC requests that the NRP Steering Committee take on the administrative task and the expenses involved in filing 941 forms.
- B. Create March Board Agenda (3/21/07)
 - a. Dania Partners –Tim Mungavan will make a presentation, Executive Committee recommends that WBCC formally join the Dania Partners
 - b. Land Use Committee – approval vision statement and purpose
 - c. Organizational Development – draft of code of conduct from Roger Meyer
 - d. Alternate to Small Area Committee (to replace Xan) – The Executive Committee recommends that Jean be appointed as the WBCC’s alternate to the Small Area Committee.
 - e. League of Women Voters Honorarium – Executive Committee recommends that the WBCC give the League of Women Voters an honorarium of \$50 for their services at the 2006 Annual Meeting (check-in and vote counting)
 - f. Business Taxes – The Executive Committee recommends that in its role as fiscal agent and exercising financial oversight, the WBCC requests that the NRP Steering Committee take on the administrative task and the expenses involved in filing 941 forms.

8. Adjournment – 2:55 pm