



## **Minutes of the Meeting of the Board of Directors of the Portsmouth Neighborhood Association**

March 25, 2008

Meeting at University Park United Methodist Church, 4775 N Lombard.

Present: Jeanne Knepper and Susan Landauer, co vice chairs; Betty Johnson, Treasurer; Renee Jensen Reinhardt, Secretary; Greg Wilhelm, Matthew Denton, and Stephen Leiker.

Absent:

Guests: Sara Poulter.

1. Treasurer's Report. Betty presented the Treasurer's report and updated the Board on recent activity. She asked the board to send her a list of regular, annual expenses that the Board is aware of so that she can set priorities. The board discussed the balance of the checkbook and that the year-end is approaching. Betty will contact Ronna for a final sum of reimbursements for this past year.

2. Sponsorships. Susan presented a sponsorship request of \$50 for the Las Pasadas event. She explained the details of the event. Jeanne presented a sponsorship request for the North Portland Pride Festival and explained the details of the festival.

This led to a discussion of PNA's agenda in regards to sponsorships and the return on investment such as sponsorship recognition. Jeanne suggested that the requests be submitted to the Good Times sub-committee to discuss and then be brought back to the board for a final decision. Sue suggested that the decisions be put on hold until the account balance has been confirmed. Greg suggested that sponsorship requests be put in writing. It was agreed that if a board member is approached with a sponsorship request, that they respond that the request needs to be put in writing and presented to PNA Board. The details of the written request should include the date of the event, the request amount, an explanation of the event, possible recognition for the event and the date that the sponsorship funds are needed by.

The board also discussed the need for a PNA banner and other materials to have available for display at events.

3. Candidate Forum. Jeanne updated the board on the details of the Candidate Forum formally sponsored in the past by PNA as the Portsmouth Neighborhood forums. She indicated that efforts are being made for North Portland to have a real professionally-produced candidate forum. It is scheduled for April 20 from 2-5pm at the University of Portland. Renee asked who the sponsor(s) will be. Jeanne said she was not sure but there were a few. The board discussed having a presence at the forum such as a table with PNA materials and a banner. Jeanne asked Susan if she could contact the organizer and see

about a table. Greg asked Jeanne to send him an attachment with the Candidate Forum details and that he would post it up on the PNA website.

4. Committee Reports. Portsmouth Pride Committee - Greg asked the board if, in the past, the board has become involved in approaching businesses with the outcome that the business would fix or clean up their store. The discussion was in regards to the appearance of Fabric World on Lombard. Jeanne and Susan gave a brief history of what has taken place in the past in regards to working with businesses and working with the University Park Neighborhood Association as it relates to Fabric World. It was suggested to talk with the University Park Neighborhood Association again before taking any formal direct action as the PNA board.

5. PNA Forum. The board discussed the details of the upcoming April Forum being held on April 8 at Columbia Cottage. The discussion involved the publicity, agenda, food, AV needs and guest speakers. The board agreed that if there were to be a topic of discussion that is controversial, that a speaker representing both sides of the issue should be invited and given equal time to present.

The board also discussed the frequency of the forums and how the board chooses forum topics. The board agreed to keep to four forums a year. Betty requested that further discussion take place regarding forums and how they are decided upon. The board agreed to have the Voices/Good Times sub committee discuss it and bring it back to the board.

6. Portsmouth Neighborhood Clean-up. Susan presented details regarding the Portsmouth Neighborhood Clean-up event being held on Saturday, March 29 from 9am-1pm in partnership with New Columbia. She indicated the need for volunteers at the Eagles parking lot location. Renee, Greg and Matt will be volunteering at the location with Susan.

The meeting was adjourned at 8:25pm.

The meeting was called to back to order again at 8:40pm. with all present except for Matt. A quorum was still present. The Voices subcommittee updated the board on the need to create and order outreach materials for the upcoming events that PNA will be involved with. Greg made a **motion** for the board to allocate funds not to exceed \$200 to purchase permanent marketing materials such as business cards and signage. Renee seconded the motion. All were in favor. The motion passed.

The meeting was adjourned at 8:50pm.

Minutes prepared by Renee Jensen Reinhardt.