

# Lexington-Hamline Community Council

## Board of Directors Meeting Minutes

1/25/2021 at 7:00 PM

*Virtual Meeting due to COVID-19*

Present: Lynne Heuton, Amy Gundermann, Dawn Puroway, Jesse Hennem, Ashley Rashid, Amy (Lucas) Riley, Kent Trichel, Paul Busch, Sarah Murphy, Natalie Kennedy Schuck, K.C. Sager, Dave Clements, Marisa McDaniel

Excused: Katie Penson

Unexcused: Pat Sullivan

1. Call to Order - Sarah - 7:02 pm
2. **Approval of November 2020 Minutes, motion by Jesse, seconded by Kent, January 9, 2021 Minutes, motion by Dave, seconded KC, approved & January 25, 2021 Agenda, motion by Lynne, seconded by Paul, approved.**
3. Group Building Exercise - Sarah
4. [Strategic Planning Review Work](#) - Lynne
  - a. Identifying which action steps can be done in Phase 1
  - b. Think about how we are going to recruit members for newly formed committees
5. Reports
  - a. Executive Director's Report - Amy - see attached report
  - b. Committee Reports
    - i. Exec - Sarah
      1. We focused on the strategic plan.
    - ii. Personnel - Ashley
      1. They talked about their work plan and goals for the year
      2. They are working on the Employee Handbook and Personnel Policy updates.
    - iii. Finance - Paul
      1. Changed the timing of the calculation of the Community Fund withdrawals to allow the budget to be accurately created earlier.
      2. **Motion to approve the timing of the five quarter period used for calculating annual disbursements of the Community Fund, so that**

it ends June 30 instead of September 30 of the prior fiscal year.  
by Paul, seconded by Jesse, approved.

3. Motion to approve revised budget, by Jesse, seconded by Natalie, approved.

4. Josh Wilkes volunteered to conduct a review and propose a revision of our information technology security

5. Audit

a. We get reviewed financials yearly (which is a step below an audit)

b. Paul recommends that we review procedures and controls

c. Paul is planning a meeting with an auditor and the finance committee and anyone else from the board who would like to be there.

iv. Fundraising - Jesse

1. Would like to meet with the Finance committee to determine a target fundraising amount

v. Events - Amy

1. Spaghetti dinner planning would normally be well underway

2. Events committee is figuring out what can be done around this time of year - new merchandise and a possible promotion with Pizza Luce

c. UPDC Report - Kent

i. UPDC is approving grants for businesses to rebuild in Midway

ii. Union Park is being developed, particularly along Marshall Ave

6. New Business

a. Emerald Ash Borer

i. trees marked for removal will come down this year.

ii. Neighbor and tree expert said that treating 15 - 20% EAB affected trees is the sweet spot.

iii. Trees being taken down now will be replaced 1 to 1, but will not be in the future.

iv. The city is treating the trees on Dayton.

7. Adjourn Meeting - Sarah, motion to adjourn by Paul, seconded by Lucas, approved.

Respectfully submitted by Dawn Puroway

**Next LHCC Board Meeting:** February 22, 2021 from 7-9 PM via Zoom

**Upcoming Events:**

**Spaghetti Dinner Alternative** - TBD

**Clean Up Day** - April 24 from 9-11:30 AM, Midway Peace Park