

Minneapolis Neighborhood Revitalization Policy Board

MINUTES OF THE REGULAR MEETING OF

November 19, 2001

Present and Voting:

Judy Schwartz, Jeffrey Strand, Holliar Tyner, Nicholas Kakos, Peter McLaughlin, Gail Dorfman, Barret Lane (Alternate for City Council), Joanne Walz (Alternate for Emmett Carson), Byron Laher (Alternate for James Colville), Ken Kelash (Alternate for Dick Johnson), Diane Hofstede and Mark Stenglein, chair, presiding

Alternates Attending:

Clareyse Nelson

Absent:

Sharon Sayles Belton, Rep. Joe Mullery, Edward Solomon, Catherine Shreves, Emmett Carson, James Colville, Dick Johnson, John Powell, David Jennings

Staff:

Bob Miller, Carsten Slostad

Others Present:

Bob Cooper, Lori Olson, Julia Burman, Jeff Schneider, Debbie Evans, Gary Arntsen

I. CALL TO ORDER

Mark Stenglein, chair, called the meeting to order at 4:40 p.m. in Conference Room C-2350 in the Hennepin County Government Center.

II. APPROVAL OF THE AGENDA

Upon a motion by Nicholas Kakos and seconded by Holliar Tyner the agenda was adopted with an additional policy item discussion of a centralized accounting system for neighborhoods.

III. APPROVAL OF THE MINUTES

Upon a motion by Ken Kelash and seconded by Nicholas Kakos the minutes of the October 22, 2001 meeting were adopted.

IV. POLICY ITEMS

1. Policy Board Meeting Calendar for 2002

[NRP / PR#2001-15]

Upon a motion by Nicholas Kakos and seconded by Ken Kelash the following dates for Policy Board meetings in 2002 were adopted.

Monday January 28,	Monday July 22
Monday February 25	Monday August 19
Monday March 25	Monday September 23
Monday April 22	Monday October 21
Monday May 20	Monday November 18
Monday June 24	Monday December 15

2. Policy on Sub-grantee Monitoring

[NRP / PR#2001-16]

In presenting the policy to the Board, Bob Miller pointed out the steps that were taken in its development. Based upon responses that were received from the neighborhoods and in consultation with the Office of the State Auditor, it was determined that there was sub-recipient language in our adopted audit policy and that an addendum to that policy would adequately address concerns about sub-recipient monitoring. This addendum was circulated to all agencies potentially effected by this change. Since no additional changes have been suggested it was determined that the addendum was ready for adoption. Upon a motion by Ken Kelash and seconded by Judy Schwartau, the following resolution was adopted. A copy of this addendum is attached to these minutes.

RESOLVED: That the Minneapolis Neighborhood Revitalization Policy Board hereby approves the incorporation of the attached addendum dated November 14, 2001 to the Neighborhood Revitalization Program Audit Policy, adopted September 22, 1997, for the purpose of clarifying audit requirements for organizations, other than Minneapolis neighborhood associations, that are receiving NRP funds.

RESOLVED FURTHER: That the effective date of the revised Audit Policy shall be December 1, 2001.

3. Centralized Accounting System

[NRP / PR#2001-17]

Judy Schwartau moved and Jeffrey Strand seconded a resolution to “*request that the director explore centralized accounting procedures for neighborhood organizations*”. Nicholas Kakos then moved to amend as follows “*that the centralized accounting system be established to cover program and contract points excluding neighborhood administrative functions*”. Ken Kelash asked for clarification of Mr. Kakos’ intent. He indicated that this would accompany the exploration of options requested by Judy Schwartau’s motion. Ken Kelash then seconded the amendment. Bob Miller then asked Judy if the following language would be acceptable for her motion. “*Request the director to explore alternative ways to provide accounting support to neighborhoods.*” She agreed that Bob Miller’s language captured the spirit of her motion. The Board then adopted the resolution as amended.

V. ACTION ITEMS

1. Administrative Budget for 2002

[NRP / FR#2001-19]

Bob Miller pointed out that the total budget is the same as presented at the last meeting. The line items that changed are on Attachment B. It shows a \$250,000 line item for the MCDA with the intent that this will help MCDA support the Planning Department. Jeffrey Strand moved and Ken Kelash seconded adoption of the budget. Nicholas Kakos then moved to amend the budget resolution to allow the Director to explore the possibility of self-insurance for Directors & Officers Liability for the neighborhoods. Holliar Tyner then seconded the amendment. The budget resolution as amended was adopted as follows. A copy of Attachment A and B to the budget is attached to these minutes for reference.

RESOLVED: That the Minneapolis Neighborhood Revitalization Policy Board approves and adopts the Neighborhood Revitalization Program Administrative Budget for Fiscal Year 2002, in the amount of \$1,803,224 as detailed in “Attachment A” which is incorporated herein by reference: authorizes the Director to spend up to that amount on administrative expenses generally in accordance with Attachment A, with total expenditures in the “Compensation” (4000-4900 and 7800-7860 codes) and “Non-Compensation” categories to be limited to the amounts indicated in that budget, but with discretion to adjust amounts among the specific “Non-Compensation” line items as needed and between “Compensation” and the “Non-Compensation” category for “Professional Services” without further approval from this Board; and appropriates \$1,803,224 of NRP Program Moneys for administrative expenditures in 2002; and

RESOLVED FURTHER: That the Director is hereby authorized and directed to request that the City Council, City of Minneapolis, appropriate \$1,803,224 to MCDA Fund CNR0 for the purposes herein authorized, and to request that the MCDA immediately transfer \$1,803,224 to the NRP’s City of Minneapolis Fund 2300.

RESOLVED FURTHER: That the Director is hereby authorized to explore a program of self-insurance applicable to Directors & Officers liability for neighborhood associations.

VI. ADJOURNMENT

The meeting was adjourned at 5:30 p.m.

Carsten Slostad, Secretary Pro Tem

ATTEST: Mark Stenglein, Chair