
Page 2: Organization Information

Q1

Neighborhood Organization Information

Main Contact Name	Karen Jenson
Organization Name	Armatage Neighborhood Association
Organization Address:	2500 W 57th St
City	Minneapolis
State	mn
Organization ZIP:	55410
Organization Email Address:	anacoordinator@armatage.org
Organization Phone Number:	(612) 466-0296

Q2

WEBSITE AND SOCIAL MEDIA

Website	armatage.org
Facebook	Armatage Neighborhood Association
Other	Instagram

Q3

When and where do you hold your monthly board meetings?

At 6:30pm the 3rd Tuesday of each month at the Armatage Community Recreation Center

Q4

Date of Board approval

After your board reviews this **02/20/2024** draft annual report, please provide the approval date or the anticipated approval date if not yet approved. Meeting minutes may be requested by NCR.

Page 3: Updated Documents

Q5

Upload your Certificate of Insurance for liability insurance

Armatage%20Neighborhood%20Assn_%20Cert%20of%20Liability.pdf (202.8KB)

Q6

Upload your Certificate of Insurance for Directors and Officers Insurance

Directors%20%26%20Officers%20Insurance%202024.PDF (2.3MB)

Q7

Upload an update board list

Board%20of%20Directors%202024%20-%20Sheet1.pdf (30.8KB)

Q8

Upload your overall organizational budget

Armatage%20FY2024%20Budget%20-%20All%20funding%20sources%20-%20DRAFT.xlsx%20-%20Sheet1.pdf (71.7KB)

Page 4: Staffing

Q9

Indicate the POSITION TITLE of each PAID EMPLOYEE OR CONTRACT STAFF (excluding professional services such as accounting, legal, etc.)

Position Title #1

Coordinator

Position Title #2

Bookkeeper

Q10

Please indicate below the AVERAGE HOURS PER WEEK of each paid staff (excluding separate professional services such as accounting, legal, etc.)

#1 Hours/Week **12.0**

#2 Hours/Week **2.0**

Q11

Please share the name of your accountant or bookkeeping service provider.

Christie Hantge

Q12

Respondent skipped this question

IF NEEDED, PROVIDE ADDITIONAL INFO
BELOW: Note if any positions are seasonal, temporary,
etc.

Page 5: Stakeholder Engagement - Outreach & Engagement

Q13

MEETINGS (Check all that apply)

Held regular committee meetings or discussion groups that are open to all stakeholders

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Held at least one general membership or community meeting (in addition to the annual meeting) to gather input from residents and other stakeholders for a neighborhood specific initiative

Q14

None of the above

DOOR-TO-DOOR - with goal of face-to-face engagement
(Check all that apply)

Q15

Approximately HOW MANY HOUSEHOLDS DID YOU REACH through door-knocking last year?

0

Q16

None of the above

FLYERING - Dropping literature at doors (Check all that apply)

Q17

Approximately HOW MANY HOUSEHOLDS DID YOU REACH through flyering last year?

0

Q18

EVENTS (Check all that apply)

Staffed a booth or table at neighborhood event or other community event that included sign-up sheets, surveys or information about your organization.

Organized smaller events for specific outreach to target audiences (e.g., sidewalk tabling to reach renters, lemonade stands, tabling at Farmer's Market, etc.)

Q19

COMMUNICATION (Fill in all that apply)

Print newsletter (share frequency and distribution size)

3 x annually; delivered to all neighborhood addresses

Email newsletter (share frequency and subscriber total)

Weekly; 950

Primary social media [facebook, twitter, or other] (share posting frequency and subscriber count)

3-4 x weekly; 1200 followers

Q20

OTHER (Check all that apply)

Developed partnerships with cultural, religious, professional or business associations to expand outreach into under-represented populations

Q21

Please provide an ESTIMATE OF VOLUNTEER HOURS PROVIDED to your organization last year. (see Volunteer Hour Tracking Guide for suggested ways to calculate this.)

1000

Q22

HOW DID YOUR ORGANIZATION REACH OUT TO UNDERREPRESENTED GROUPS IN YOUR NEIGHBORHOOD? (Check all that apply)

Targeted outreach in apartment buildings or blocks to reach renters

Held focus groups or open meeting formats for underrepresented communities

Q23

WHAT CITY SERVICES AND SUPPORTS DID YOUR ORGANIZATION USE? (Check all that apply)

Did your staff or board members attend any monthly Citywide Neighborhood Meetingd?

Did your staff or board participate in any trainings with the City of Minneapolis (board trainings, learning labs, workshops, conference)

Page 6: Equitable Engagement and 2024 Timeline & Goals

Q24

Referencing the QUANTITATIVE GOALS section of your EQUITABLE ENGAGEMENT PLAN, share your progress on the goals, sharing both success and lessons learned.

I believe that we have reach our goal of reaching 20 renters with our welcome bag program.

We are re-vamping our welcome bag strategy in 2024.

We did have a renter event in the fall, though the number of participants was below our goal of 25 (15-18)

In 2024 we will host another renter gathering, focusing a bit more on adversing

Q25

What more would you like to tell NCR or the community ABOUT YOUR STAKEHOLDER INVOLVEMENT?What are you doing that is NEW OR PARTICULARLY SUCCESSFUL TO REACH RESIDENTS and others?

Social media posts and eNews frequency has been significantly increased since July of 2023

Q26

Share a timeline of proposed events and activities for 2024(Format by quarter or month as you prefer. Example: "Jan-March: -Plan spring outreach event)

Every-other month happy hour (beginning in Feb 2024)

April-neighborhood clean-up

May - board elections & tool swap

August - Summer Jam -> large neighborhood party at Armatage Park

September - Renters' Pizza Party

Q27

Share your 2024 Equitable Engagement Qualitative goals(Make your goals SMART: Specific, Measurable, Achievable, Relevant, and Time-Bound)

Revamp Welcome bag program to ensure timely engagement

Work with Armatage Community school to create great community/neighborhood support & belonging

Promote Renter events more robustly & earlier

Page 7: Neighborhood Day 2024

Q28

Other Event

On May 11, 2024, we are hosting...

Q29

Date, time, and location of your Event(Ex. May 11 from 9am to 7pm at Community Rec Center, 1234 Broadway Ave, continuing through May 21)

May 11th 9:00a-12:00 -> tool & plant swap

Q30

Webpage for your event (Board elections, annual meeting, or other event)

Will promote on website, social media, print media & eNews

Q31

Date / Time

05/21/2024

Date of your Annual MeetingIf you aren't hosting your board elections on Neighborhood Election Day, please share the exact or approximate date of your upcoming annual meeting.

Q32

Respondent skipped this question

Upload an Event imageWe will use this on the citywide map of Neighborhood Day to promote your event information. (See the 2023 map example)

Page 8: Program Highlights

Q33

Community Safety

What category best describes the highlight you'd like to share?

Q34

Write 2-3 paragraphs describing a highlight from 2023 related to the topic above.

57th & Penn Crossing

As an organization, we have been working with residents, city leaders, county leaders and park board leaders to acquire visibility for the intersection of Penn Ave S & W 57th St.

Resident Lara Bergman presented an overview of the process to-date:

Feel like we are at a point to figure out how to get it done // If we have the \$...what are the next steps (who do we work with, how do we get it done)

In the interim, a volunteer crossing guard program is in the works for helping kids cross during the school year

Great idea to get people used to slowing down

Could look at installing a flag self-crossing as a good start, and is something the city might do in the short-term

Penn is considered a city road // and improvements are in the master plan for an "enhanced" crossing (would like to learn what is meant by "enhanced")

Our partners at the city can help us go after dollars, specifically should look at programs with the Met Council (and funds related to MNDot safety initiatives) and the Park Board (as an improvement in their master plans)

As head of Minneapolis Public Works, would be good to ensure that Margaret Anderson Kelliher would be supportive of this project (especially with the Vision Zero goals)

Important that we have support from the school (and we do)

Should understand the road infrastructure (does it have capacity, for example, to install a push-button flash) // is solar an option // etc. \$25-50,000 ballpark for the costs for such a system installation

Project could be supervised by city or Met Council depending on funding, etc.

We would like to invite our Park Board Commissioner, Cathy Abene, to our September meeting

Michael Schroeder, MPRB Assistant Superintendent of Planning and Pamela Gokemeijer, MPRB's Intergovernmental Relations Administrator met with our board in late November:

Michael let us know that we have been approved for a traffic study by the city of Minneapolis Department of Public Works (approved through the decision tree with Allan Klugman, Principal Professional Engineer Public Works) The study will take place this spring [likely in May]. The MPRB has a new resource they'd like to try with our study which uses social media data. The dates mentioned above in the park update will be used to help benchmark park usage and will be compared to the results of the physical study in May. After the traffic study is complete, we will be notified about what sorts of solutions they recommend. Michael will also get us pricing estimates for the various pedestrian crossing solutions so we know how much they may cost and help us budget for the solution we want if it is different than the city recommendation.

Q35

Attach a photo related to the highlight you shared in the story above.

Screenshot%202024-02-19%20at%2010.56.43%20AM.png (63.7KB)

Q36

Respondent skipped this question

What category best describes the second highlight you'd like to share? (Optional)

Q37

Respondent skipped this question

Write 2-3 paragraphs describing a second highlight from 2023 related to the topic above. (Optional)

Q38

Respondent skipped this question

Attach a photo related to the highlight you shared in the story above.
