

CVNA Zoom Meeting Feb. 3, 2021

Attendees: Trevor Leahy, Brendan McGillicuddy, Elise deLisser, Fran Laird, Anna Browne, Bob Fischer, Gene Lynard, Mark Duntley, Prakash Joshi, Maryellen Read.

Presentation re: nonprofit organizations and other financial considerations

Trevor Leahy: (Oregon Office of Small Business Assistance):

Nonprofits are just another type of small business (0-100 employees). We help people who are in every stage in their business, including planning, growing, selling, shutting down, etc. We also help with complaints from businesses (about government) and connect businesses to resources

- **Importance of a business plan.** You can get a business going for about \$1,000.
- Not every business requires insurance and bonds; tax id # is free.
- Local governments give business licenses; Portland has its own business licenses.
- Capital funding startup grants are a myth. State does not get involve in start-up fees. Savings, friends and family, and bank loans are traditional sources of funding.
- **Starting a nonprofit is complicated:** You're dealing with a lot of levels of government. The Secretary of State is a place to start: **registering the name** with a \$50/annual fee puts the nonprofit into existence, even if you haven't worked with the IRS yet.
- **IRS** — getting the tax-exempt process started can cost \$100; state licenses are involved. Important: even if you register as a nonprofit with the Secretary of State, if you don't have your tax exempt status, everything that happens before that (donations, etc.) is taxable.

Fran: What if we're getting funds from the original nonprofit (SWNI)?

Trevor: You need a letter or form from the IRS saying CV/SWNI is tax exempt. A nonprofit can designate people or other entities to act.

- **Need to reach out to** OR Dept of Justice Charitable Activities Division (\$300 fee?). They are very accessible. **Wendy** will answer your questions as to what happens if SWNI goes away. Excellent resource.
- **Tax & legal advice.** A lot of setting up a nonprofit involves tax and legal advice. Have those on retainer for tax advice and legal counsel.

Elise: We should have a document on file somewhere saying the nonprofit status and tax exempt status. "Partner document" that identifies CV as a representative.

Prakash: Any form CVNA takes needs to be **focused on community advocacy**. Our job would be to put together bylaws, register as a nonprofit and decide how we get recognized by government and state.

Trevor: You don't have to worry so much about the state. You are looking to get citizen engagement behind you — playing politics — to get popular, dealing with zoning, watershed etc.

Trevor: Nonprofits are extremely similar to corporations. There is an **obligation to submit a quarterly (Jan / Apr / July / Oct) payroll** (online) even if there are no employees. (fine is \$10,000 if you ignore payroll statement).

Resources:

- **Oregon's "start a business guide" (35 pages):**
<https://sos.oregon.gov/business/Documents/business-guides/start-business-guide.pdf>
- **Oregon employer's guide (65 pages):**
<https://sos.oregon.gov/business/documents/business-guides/employer-guide.pdf>
- **[Business.oregon.gov](https://business.oregon.gov) Business Express (business.oregon.gov)** one-stop website for links and detailed info on registering business, getting permits, agencies, hiring, taxes, financing options. Direct email address (trevor.leahy@oregon.gov), cell # (503-798-8679); our team is the directory. We're out there to help guide them along.
- **Link on the City of Portland page:** <https://www.portland.gov/code/3/96>
- Know what is on the forms before you start sending them in. Small-business advocate is going to explain stupid laws and complaints. Trevor encourages you to use our own resources because "should" means "We can't give legal advice."

Mark: The definition of a neighborhood association does not include "nonprofit." Is there some necessity for being a nonprofit?

Trevor. Be careful of "volunteers." In Oregon you can only volunteer for a government agency or a nonprofit. Bylaws, volunteering, "volunteers wanting reimbursement" etc. Someone would be found liable.

Brendan: We also have a treasury, getting donations from Fred Meyer rewards program.

Mark. We may be a nonprofit subsidiary of SWNI, covered under SWNI insurance, so we have some designation as a subsidiary.

Elise: Would like to look for that documents and see how that is set up.

Link on the City of Portland page: <https://www.portland.gov/code/3/96>

From Trevor Leahy, Small Business Ombudsman to Everyone: 08:01 PM

DOJ Charitable Activities: <https://www.doj.state.or.us/charitable-activities/>

Trevor leaves the meeting.

Fran will send SWNI's 10-point letter when she gets it. Transitional process with volunteers doing SWNI jobs. Informational letter from SWNI Board (Sam) will be coming re: transfer of funds.

- Commissioners Hardesty and Mapps: "audit of Civic life's office" Hardesty is very deliberate, very fair in taking her time and not being pushed into making a decision, so she is not accused of making a decision she will have to rescind.
- SWNI office: rent stopped being paid in October. They are getting rid of rental unit, putting stuff in office.

Bob: Is the city's problem only with SWNI, not with the NA structure at large? If South Burlingame and other neighborhood associations pulled out of SWNI, that doesn't affect us.

Fran: New coalitions and coalition structures are some of the new models coming forward.

- The best thing for CV is to have SWNI back.
- We need to be careful about how much exposure we have. (domino effect of NA coalitions failing) In order to form a coalition, a neighborhood needs to geographically touch the surrounding neighborhoods.

Elise: I was approached by Sharon Keast, who wants to talk to me "discretely about something."

If someone wants to approach CV, they have to approach the entire group. I will NOT be engaging with anyone one-on-one

- **Bob:** Thinks backdoor communications with other entities is valid. Refusal to talk with others is not advantageous. If they share info, that is their vulnerability, not yours.
- **Elise:** I'm interested in being a neutral part, choosing (or not) to go into conversations with political implications.
- **Prakash:** The best you can do is say "just give me a small idea of what you want to talk about." That is the best you can do.

Gene: How can we be a part of SE Uplift (re: contiguous neighborhoods)?

Fran: They don't count the river. SE Uplift doesn't want us; they don't have any of the strong committees etc.

Brendan: SWNI is probably #1 or #2 in terms of coalitions of power in the city.

Fran: Sharon Keast made a presentation to South Burlingame about how easy it is to form a 501 c(3).

Elise to Fran: We need to get the SWNI documents and find out where they are at.

RE: City Group Presentation:

Prakash: The 10-point stuff from the mayor is directly related to that.

Fran has seen draft copy of it (SWNI document). It is pretty innocuous. They are looking for input on it too. Mingus Mapps pushed it: “You need to get this [10-point document] into City Council hands right away.” (Everyone has to apply for the NA funding grant by the first of July.)

Prakash: If you are going to deny something, you have to have some alternative to suggest. The mayor is involved now.

Elise: Do we want to **set up a City Club Zoom meeting on charter reform?** We are one of the few cities in the U.S. that have a commissioner form of government.

- The idea of having a City Club outreach opening it up to all the Nextdoor neighborhoods.
- Should we use our Zoom account to get our name out there to do informational talks?
- Community engagement; auditorium format sponsored by CVNA.
- **Fran** likes the idea of CV getting a name out there as involved in community involvement.
- **Prakash:** You have the right idea. When we write letters, etc., we get a reputation for positive activism.

Patty McMahon [sp?] had thanked Comm. Hardesty for graffiti removal. Hardesty was so pleased; it changed the whole tenor of the SWNI meeting.

Elise: CVNA MEETING topic in March will be our **Community Engagement:** how we set it up, how to do community service.

Reports:

Lewis & Clark — Mark Duntley: Communication and cooperation group met. Some things to work on together and that is good. Mark feels the administration is a bit more transparent.

- **Covid numbers** are low, but eight people were identified as positive; they are isolated and we are doing contact tracing. They take classes online in a special residence hall.

- He thinks the college is doing a really good job **keeping students safe**. Students are not allowed to leave campus except for the grocery store or medical appoints. There are about 1,000 students on campus, but not as many as there were.
- *Classes*: some are completely remote; majority classes are hybrid — very complicated system; (rotating) a few are in person.
- Campus is still closed to outside people. This will go on for the rest of the semester.

Elise [L&C/CV Communication Committee]: 4th Ave properties, maintenance etc.,

- Communication system with neighborhood re: alerts.
- Good neighbor agreement. Goal is to have a document agreement on how we engage and support each other.
- Table items for next meeting.

SW News Article: Fran MM, Bob 2nd; approved.

Signcaps: **Prakash** talked to Andrew Aebi. He brought up that he wants to do some of the signcaps. Some donations coming in for signcaps. We weren't negotiation for anything. There is no issue.

Elise: Elise sent a letter formally asking for CVNA's money back. Received a phone call from Andrew: "It is coming back to you." That check is going to SWNI for CVNA at the SWNI address. Our \$500 is coming back from the city.

Brendan: Has donor for \$500.

Prakash & Brendan: Will have a conversation with each other and Andrew about donation funding of signcaps.

Prakash is behind in getting the letter for Brendan to look at watershed issue.

Brendan: CV is looking to get onto the board of watershed committee with SWNI. The committee is looking to dissolve, or meet infrequently. Let me submit my resume to the board and see what they say.

Prakash: We can add something from the board if necessary.

Jan. 18 Minutes with Elise's additions approved: Bob MM, Gene 2nd; unanimous approval. Bob MM to adjourn. Anna 2nd.

Committee Reports:

Attached Committee Reports

NET — Bob Fischer: For understandable reasons in this time of COVID, the NET program has not been engaging in field activities and exercises. That said, the Portland Bureau of Emergency Management continues to keep NET teams engaged in numerous online opportunities for advanced training and engagement. NET volunteers have also helped with logistics at the Multnomah County COVID testing facility at the Portland Community College in NE Portland as well as the vaccination site at the Portland Convention Center. Of particular interest to Collins View, our neighborhood team is now thoroughly integrated with residents and NET volunteers in the Marshall Park neighborhood. Our joint designation is now “Collins View and Marshall Park NET.” It remains a great source of satisfaction that these two neighborhoods have joined forces for a coordinated area-wide response to major emergencies.

SWNI Rep. Fran Laird Activity Log:

- 1/3/21 — Forwarded Happy New Year email from SWNI to CVNA board
- 1/6/21 — Forwarded email to CVNA board from SWNI re: Special Board Meeting on Jan. 13, 2021
- 1/6/21 — Forwarded S. Portland NA to CVNA board re: info on City Club presentation on Charter Reform on 2/3/21 at S. Portland NA mtg.
- 1/11/21 — Forwarded email from SWNI re: emergency SWNI mtg on 1/13/21 on staff terminations as of 1/15/21
- 1/12/21 — Forwarded email from SWNI President to CVNA board re: possible funding
- 1/18/21 — Forwarded email from SWNI President to CVNA board re: staff terminations as of 1/15/21
- 1/19/21 — Forwarded email from Crestwood NA to CVNA board re: testimony to city
- 1/19/21 — Sent email to Small Business Assistance asking if it's possible to make a presentation at CVNA 2/3/21 mtg.
- 1/22/21 — Forwarded email from SWNI President to CVNA board re: proposed agenda for 1/27/21 SWNI mtg., which will have Commissioner Hardesty in short appearance
- 1/22/21 — Forwarded email from SWNI Secretary to CVNA board re email addresses for volunteer SWNI staff
- 1/22/21 — Forwarded email from SWNI Secretary to CVNA board re: SWNI volunteer staff assignments
- 1/23/21 — Received confirmation to book Small Business Assistance (SBA) for 2/3/21 CVNA mtg.
- 1/23/21 — Emailed confirmation to SBA for presentation at 2/3/21 CVNA mtg. and provided Zoom meeting information

1/23/21 — Emailed Prakash Joshi 11/20/2020 letter to City Council to SWNI President and Sam Pearson for inclusion at 1/27/21 SWNI mtg.; most likely will be presented as statement during NA representative introductions

1/23/21 — Emailed links and email response from Small Business Assistance to CVNA board prior to CVNA mtg. on 2/3/21

1/23/21 — Emailed SWNI Schools Committee re: invitation for presentation at 3/3/21 CVNA mtg.

1/23/21 — Received positive response from SWNI Schools Committee re: presentation at CVNA 3/3/21 mtg.; emailed confirmation to Elise deLisser and Maryellen Read

1/23/21 — Emailed CVNA board asking for SWNI retreat subject suggestions

1/23/21 — Spoke via telephone with Brendan McGillacuddy re: PPR, RVNA and Watershed communication problems; he also provided suggestions for SWNI Retreat subjects

Land Use: 1/23/2021: Maryellen Read notes: **Total demolition of house on Alice at First Ave.,** next to Ahavai Shalom Cemetery: Notice that the Portland maps demo permit was dated 1/21/21. Neighbors report that it was totally down weeks before 1/23/2021. CVNA did not get any notice of this project.

Single Family Dwelling Residential 1 & 2 Family Permit Demolition	Under Inspection	1/21/21
Single Family Dwelling Residential 1 & 2 Family Permit New Construction	Under Review	12/30/20

[R7 - Residential 7,000](#) [Elevation](#) 540 ft. (approximate)

Owner: CONY, MARILYN Owner Address 8333 SE 8TH AVE PORTLAND, OR 97202

SW Alice, Kelly, Plum and Collins (2nd Ave to 3rd) streets has been regraded and regraveled
Notes from 1/16/2021 SWNI Land Use meeting: Joan Fredricksen, (BPS Long Range Planning) was guest. The BPS Update was usually sent out through John Tappero to the NA chairs.

CV Financials as of Jan. 31, 2021:

NEIGHBORHOOD ASSOCIATION RESTRICTED ACCOUNT SUMMARY SHEET
 Collins View Neighborhood Association
 July 2020 through January 2021

RS-CVNA General

FYE 6-30-2020 Balance	\$321.90
<u>FY 2020-2021</u>	
12-31-2020 Balance	\$556.14
January 2021 Activity	(\$50.00)
01-31-2021 Balance	\$506.14

RS-CVNA Nature & Science Series

FYE 6-30-2020 Balance	\$118.96
<u>FY 2020-2021</u>	
12-31-2020 Balance	\$118.96
January 2021 Activity	\$0.00
01-31-2021 Balance	\$118.96

SWNI Land Use Committee meeting 1/19/2021 NOTES by M. Read:

No definitive answer to what some zoning changes we could expect with the Shelter to Housing and West Portland Town Center projects. S2H Work sessions scheduled before Planning & Sustainability Comm on Jan. 26.

Joan Fredericksen: FAQ on BPS website. W Portland Town Center Update; light rail failed (but will be reincarnated eventually(?)); BPS continuing to work on this. Draft proposed for late March.

John Gibbon: Waiting for the “Biological Opinion” document on this WPTC project — how development has to be managed in the Tryon Creek Watershed.

Greg Dorros: Need some space dedicated to “get-together” socializing, or it will turn into a soulless commercial strip like 82nd Avenue.

The City Emergency Housing Expires in April. They want to have S2H before they have to extend it (extension is for 180 days for temporary permits for outdoor shelters).

PFC & BPS are firm in NOT using Parks and open spaces to house outdoor shelters (operated by nonprofits)

Nancy Mattson: a LOT of objections to Sheltering in parks.

Tiny Houses on Wheels: One per house property, camping-style connections (utilities water sewer). If they are supplying water, they have to supply sewer.

Title 29: An overhaul just to facilitate this: We may have lost any input on how the city regulates RVs and mobile homes.

Tiny homes cluster/village plans: like St. John’s neighborhood, in lieu of RVs or campers in driveways as replacements for ADUs. **February SW News Land Use report** dedicated to this topic. Church Parking lots could sponsor a tiny homes village, which is allowed as emergency housing.

Susan King: S2H is a Microcosm of RIP. We were blindsided by S2H. Language is internally inconsistent, but project moving ahead very fast. Terrible idea is not well thought out. The FOR-PROFIT model is going to pop up. People just coming from shelters are going to be left out. Necessary wrap-around social services are impossible if individuals are located everywhere.

Milt Jones: Multnomah County is responsible for Mental Health Services. The city has not banded on Multnomah County to provide the mental health services.

Susan King: They closed down the county hospital because the land was too valuable. Mental health services are pre-Regan-era (1979).

Greg Dorros et al: The homeless want to be in city central, not on the outskirts. That's where their services and connections are. **RIP and S2H are not designed to solve the houses situation.**

END

Submitted by Maryellen Read