

Overlook Neighborhood Association  
November, 2008  
Board Meeting Minutes

Attendees: David Chott, Claire Paris, George Spaulding, Matt Scoggin, Warren Cassell, Clare Matthias, Steve Lanigan, Eric Gale (acting Secretary), Alan Cranna, Kent Hodick, and Cynthia Sulaski

*Mocks Crest/Skidmore Terrace*

- Alex Salazar (Maintenance Supervisor from Portland Parks, [alexs@ci.portland.or.us](mailto:alexs@ci.portland.or.us)) invited by Cynthia. Alex will follow up on determining who the owners are (Parks, Bureau of Environmental services, etc.). Should have straightened out in a few weeks. Will also look into how it is named (identified as Skidmore Terrace by Parks Dept).
- On Parks mowing list but no other maintenance
- After ownership figured out, will need to figure out status and guidelines/possibilities for facilities and maintenance (restrooms, garbage)
- Cynthia and Steve will continue to be point people
- When new home owners move in start to organize neighbors and stakeholders (including Kaiser)

*Web Site*

- Eric can update now. Will work with volunteer on moving the site to a new host.
- Discussed the idea of sharing our site with Interstate Corridor Business Alliance (ICBA). Determined that linking sites and sharing calendar and content would be good but not combining sites.
- Keep front page static or make commitment to keep fresh and updated
- Could use content management platform as a technique for updating
- Could pursue grant for site design, possibly in coordination with ICBA
- Other web site needs: move up google ranking, site map, counter
- Follow up with Tom GV on their plans for neighborhood sites

*Chairs and Misc.*

- Claire is meeting with board members to talk about goals, frustrations, etc. Will try to finish by next board meeting (January).
- Start sending out agenda topics before board meetings
- December board meeting: 2<sup>nd</sup> Tuesday informal (Dec. 9). Pause. Claire will reserve table
- At general meetings, we should do a round of introduction at the beginning.

*Potluck*

- 6-8:00 at Trillium. Tues., Dec.2
- Cups, plates, name tags, extra copies of the newsletter, sign in, etc.: Alan
- Map for poking your house: Alan
- Map pins: David
- Coffee perker: Eric check with Trillium on equipment

- Entertainment: Eric will ask Trillium for student performers
- Kids entertainment: Eric will ask what's available (space, equipment)
- Drinks: Steve (40 people)
- Door Prizes: Clare is coordinating with ICBA
- Fliers: David
- Posting fliers: Matt and Alan
- Board members required to invite 2 other people.
- Have a game/scavenger hunt to encourage people to interact. Possibly require to be eligible for door prize?: Cynthia and Matt will work on.

#### *Big Ugly Pole*

- Sally and Tod have reviewed the bids (12) and made selection. Claire, Eric, and Kent will review and Claire and Eric will sign. Schedule to be done in January.

#### *General Meeting*

- Growing Older At Home (GOAH) currently only guest
- Eric will check with REACH on a Patton Park Apartments update

#### *Land Use (David)*

- Killingsworth Station design review: canvassed area before special meeting on Sunday. Only Matt, David, and Sarah Mirk from the Portland Mercury attended. Not controversial.
- Prescott development design review: David has a copy of the comments that were submitted and will forward. 8 comments received by Bureau of Planning (high for that type project).

#### *Safety (George)*

- Havilah (public safety coordinator) going to Southeast.
- Next PSAC (Public Safety Action Committee) meeting is Dec. 3. at the Kenton Firehouse 7-8pm

#### *Membership (Matt)*

- Making meetings more open training session: Molly Franks will touch base with Jeri Williams and set up early next year
- Got grant out (North Portland Neighborhood Grants) for hosting 6 diversity chats and welcoming packets (find out end Dec.)
- Boise-Elliot interested in our welcoming packets. Matt will meet with them
- Neighborhood Advocacy Program hosted by Northwest Neighborhood Associations and Our United Villages Neighborhood. Looking for presenters and attendees. Matt will forward info
- Collate welcoming packets on 11/10 diversity/welcoming meeting to be ready to deliver in January (7:00 at Overlook House)

#### *Newsletter (Warren)*

- Deadline tonight. Hopefully distribute by 11/19.

- Freightliner grant: Warren asked PR person in email. No response. Eric is sending letter as well.
- If don't hear from Freightliner, Eric, Claire, and Warren will approach Adidas, Kaiser, Our United Villages
- Discussed doing newsletter less frequently. Felt that there was too much info and too much time sensitive. Similar with making it smaller

#### *Business and Community Relations (Clare)*

- Asked ICBA about door prizes for potluck and invited them to attend
- Mentioned Welcoming packet and if businesses would be interested in including coupons or samples. Will keep up with them on that. Sparked pocket-guide idea among ICBA members.
- Clare will try to find out which business owners are also residents
- Emailed Interstate Farmers Market about liaison idea. They will discuss at their upcoming board retreat.

#### *Fire Reduction (Steve)*

- Article in newsletter
- Blackberry cleaning before Thanksgiving

#### *Overlook House (Alan)*

- Halloween party: about 50 kids. Big success.

#### *Parks and Trees (Cynthia)*

- Tree planting. This year is the 10<sup>th</sup> anniversary. Goal is 100 trees. January 31<sup>st</sup> is the planting. There will be raffle prizes to entice volunteers and home owners. Entertainment for after-planting lunch and possibly belly-dancers. Partnering with Arbor Lodge. December 1 is last day to register ([www.friendsoftrees.org](http://www.friendsoftrees.org))

#### *Interstate Urban Renewal Area Committee retreat (Cynthia)*

- Retreat was last Sunday. There is a push to use urban renewal area (URA) funds elsewhere. They will be evaluating the Interstate Corridor Urban Renewal Area and looking into possibly expanding its borders (possibly north of Lombard, St. Johns, Whitaker School, Cully, MLK, Hayden Island). Incoming money would not change. Already have to pay for MAX, New Columbia. Will have to publicize and organize a response. Cynthia will check on timing and dates of this and we can decide when we should act.

#### *New Business*

- Discussed ideas for using Trillium student volunteers: tree planting, backup newsletter delivery, clean ups. Cynthia will contact.
- Cynthia will Invite Trillium to be on board or find a liaison
- Claire is meeting with REACH on neon sign. Will also address liaison with Patton Park Apartments.

Adjourned @ 9:18

### **To Do List**

#### *Eric*

- work on moving web site to new host
- follow up with Tom GV on North Portland Neighborhood Services web site coordination and resources
- contact REACH regarding Patton Park Apartment update
- send freightliner letter

#### *Claire*

- finish meeting with board members by January board meeting
- reserve table at Pause for Dec. informal board meeting (2<sup>nd</sup> Tues.)
- Claire: discuss liaison idea for Patton Park Apartments with REACH

#### *Cynthia*

- check on timing and dates of ICURA expansion to determine when we should act
- Trillium student volunteers.
- Invite Trillium to be on board or be liaison

#### *Others*

- David: forward Prescott comments to board
- Matt: forward info on the Neighborhood Advocacy Program to board
- Clare: will try to find out which business owners are also residents

#### *Multiple People*

- Review Pole Bid (Eric, Claire, Kent)
- If don't hear from Freightliner, Eric, Claire, and Warren will approach Adidas, Kaiser, Our United Villages

#### *Potluck*

- Alan: Cups, plates, name tags, extra copies of the newsletter, sign in, etc.
- Alan: Map for poking your house
- David: Map pins
- Eric: check with Trillium on coffee perker and equipment, student performers, and space/equipment for kids activities
- Steve: Drinks (40 people)
- Clare: coordinate door prizes with ICBA
- David: Fliers
- Matt and Alan: Posting fliers
- Cynthia and matt: work on game/scavenger hunt for door prize