

Minutes for the TCAP Board Meeting held February 24, 2004,  
In Columbia Cottage, 4339 N. Lombard, Portland, Oregon  
<http://www.portsmouthneighborhood.com>

**The meeting was called to order** at 7:05 p.m. by Chairperson Susan Landauer.  
**Board Members Attending:** Scott Jensen, Susan Landauer, Lisa Horne, Edna Riddle, Jeanne Knepper, Patt Opdyke, and Jaime Komro. Visitors Mitch Gould, Elli Work and Erica Martinez. **A quorum was present.**

**Minutes of the January 27, 2004 Board Meeting** were reviewed individually. Lisa made a motion to approve the January minutes. Scott provided the second. **VOTE: Aye-** unanimous; no abstentions.

**Grievance Committee:** Discussion to create a grievance committee to protect the organization was introduced. It was brought up that according to TCAP's Administrative Rules no TCAP board members may serve on the grievance committee. It is to be made up of 5 people, one eligible resident from Portsmouth, and four from neighboring areas within the North Portland Network. The Board decided to explore this issue at a later date.

**Ratifying Items Done by E-mail:** Lisa noted that under normal circumstances, business should be done during the board meetings or forum. However, there are times when actions need to be taken in the interim. Dialogue was shared concerning how to best handle these actions, which should be to ratify any decisions made or actions taken between meetings.

**Babysitting at Forum Meetings:** Scott recommended that we provide a sitter at the forum for people who can't arrange child care. Jason wondered if it would increase attendance. The issue of personal liability against board members was addressed. If an accident occurred at a forum, board members could be held liable. The motion was tabled while further research was completed.

**Press Information:** Lately Portsmouth and other North Portland neighborhoods have had a lot of press. Scott and Susan will work together to e-mail articles concerning North Portland to those on the mailing list.

**Final Strategic Plan:** A list was created of the top five priorities voted on by board members and the seven essentials that received at least 50 percent vote by members. Jason made a motion to approve the 12 items to the TCAP Goals, Strategies and Objectives lists. Scott provided the second. **VOTE: Aye-** unanimous; no abstentions.

**HAP Letter re: Support for New Columbia:** Modifications to the letter were discussed. Lisa made a motion to have Jeanne make the changes agreed to by the board and provide to Susan for her signature. Jaime provided the second. TCAP will forward a copy of the letter to the State of Oregon Housing & Community Services Department. **VOTE: Aye-** unanimous; no abstentions.



**Tree Planting Update:** 390 trees were planted in four neighborhoods, making it the largest, Friends of Trees' event in Portland. Numerous volunteers, a masseuse, a live band and lots of food made the day a success!

**Grants:** Susan Landauer will do research on grants available for neighborhoods. Certain rules and regulations must be followed in order to receive funding. She will let the board know at the next meeting what steps must be taken.

**The meeting was adjourned** at 8:35 PM. Next Board Meeting is March 30, 2004.

Respectfully submitted by Jaime Komro, Board Member.