



Notes of the Retreat of the Board of Directors of the Portsmouth Neighborhood Association

January 6, 2009 from 6:00-9:00 PM at Kenton Firehouse.

Attendees

Board Members: Greg Wilhelm, Chair; Erin McGovney, Vice Chair; Renee Jensen-Reinhardt, Secretary; Matthew Denton, Treasurer; Jeanne Knepper; Susan Landauer; Stephen Leiker; Ryan Schera; Sam Thompson and Virginia Scott

Quorum: Yes

The retreat started at 6:00 PM with Greg Wilhelm presiding. He opened the retreat.

Agenda

The retreat agenda included:

1. Lessons Learned
2. Top 5 Goals for 2009
3. Calendar of Meetings for 2009
4. Committees - Procedural

Lessons Learned

Greg led this discussion. The board members wrote down their lessons learned from 2008 and shared them with the group. Those post-its were gathered and used in the next session.

Top 5 Goals for 2009

After reviewing the lessons learned comments and brainstormed ideas for goals for 2009. Those goals were posted and voted on. After the initial voting, they were grouped and assigned to committees. The outcome is below.

Grouping 1: All Board Activity – Outreach

- Involve New Columbia
- Involve underrepresented groups
- Relationships with schools/students and other institutions

Grouping 2: Livability

- Beautification/Cleanups

Grouping 3: Communication (Voice)

- Communicate through website and newsletter
- Flyer distribution

Grouping 4: TBD

- Improve local business climate
- Business district name
- Lombard Street

Grouping 5 TBD (Voice/Board Development)

- Build volunteer base
- Increase membership

Identified as activity but not listed as top 5:

- Host events that bring people together (Events)
- Grants/fundraising
- Engage City
- Neighborhood identity
- Livability walk
- Portland Hope Meadows

Calendar of Meetings for 2009

The board set the calendar of meeting for 2009.

Board meeting will be on the fourth Tuesday of each month from 7:00-8:30pm at the New Columbia Community Education Room, with the exception of December 2009.

Forum meetings will also take place at the New Columbia Community Education Room with the exception of the Holiday party and other activities. The Forum meetings will be:

- Wednesday, May 6 from 6:30-8:30pm (elections)
- Tuesday, October 6 from 6:30-8:30pm
- Tuesday, December 8 from 6:30-8:30pm (Holiday Party).

Committees - Procedural

Erin led this discussion. Committees should hold regular meetings and determine the activities they are involved in. The board would like committees to send out a written report a week before the board meeting so that the board members can review the report and prepare any questions. There was discussion on whether to publish the reports with the minutes. This was left as discretionary. Committees are encouraged to establish a yearly plan and present it to the board members for discussion/approval.

Basic Information Discussed

Erin presented the topic of changing "Community Forum" to "General Community Meeting." The board discussed the process involved to change the name (i.e. changing the bylaws). The members then discussed using the new name as "doing business as" so that there would not have to be a change in the bylaws.

Renee' suggested that events for 2009 be added to a master PNA calendar. She asked that Committees bring to next board meeting(s) a list containing possible events and the months that they will take place. These will be included in the PNA calendar for 2009.

Greg requested that if a member is interested in submitting articles on the PNA website, to provide him with one document that is ready to be posted and preferably in a pdf format.

Adjourn

The retreat was adjourned at approximately 9:00pm.

Notes prepared by Renee Jensen Reinhardt, Secretary.