

EIRA Board of Directors Meeting

Tuesday, August 10, 2021, 7 pm
Online via Zoom

MINUTES

Board members present:

Emma Erdahl (President), Erik Anderson (Vice President), Andrew Degerstrom (Treasurer), Laney Barhaugh (Secretary), Becky Accettura, Natasha Dockter, Mike Erlandson, Larry Lamb, Rod Lauture, Peter Mason, Brian Milavitz

Staff present:

Jenna Egan, Coordinator

1) Welcome

President Emma Erdahl called the meeting to order at 7:03 p.m.

2) Consent Agenda

The Consent Agenda contained the following items:

- Approval of the minutes of the July 2021 EIRA Board Meeting.
- Approval of the August 2021 Finance Report, attached as Exhibit A.

The following action was taken regarding agenda item 2:

Motion to approve the Consent Agenda. *Motion by Erlandson, seconded by Dockter. Motion carried with 11 ayes and 0 nays.*

3) Treasurer's Report

Treasurer Andrew Degerstrom reported that EIRA received a notice from the IRS assessing penalties in excess of \$5,000 for failure to file its 990-EZ for 2019. EIRA did file, but it is sitting in the IRS mail backlog, and these notices are generated and sent automatically. EIRA's attorney is responding to the notice on EIRA's behalf.

4) Strategic Planning Update

President Emma Erdahl presented the updates to EIRA's strategic planning process, highlights include:

- The Executive Committee met with Mary Kay from INspiring SIGHT to adjust the contract due to the additional session the Board had for strategic planning. Some hours designated in the contract to be used for coaching will instead be used for the additional strategic planning session.
- The Board will create a process on how to move forward and work on the strategic planning sections.

5) Ice Cream Social

Neighborhood Coordinator Jenna Egan presented the following updates for the Ice Cream Social, scheduled for August 18:

- Final event details are being coordinated, including cooler rental, ice cream pick-up, finding attendants for the bounce house, help with set-up and clean-up.
- Last minute letters will be distributed house to house along Irving & Euclid reminding residents that those street will be closed for the event.
- Mailing will arrive later this week or this weekend.
- Outreach and Engagement Committee will hold one final planning meeting on Sunday, August 15.

6) Logo Redesign Update

Board Member Becky Accettura reported that she and Board Member Larry Lamb had a meeting with Brandography regarding taking a step back and reassessing the work that has been done. Brandography is going to come back with proposed next steps after discussing internally.

7) Outreach and Engagement Committee

Outreach and Engagement Committee Chair Becky Accettura presented the following report:

- EIRA has received a request for assistance in organizing and running an East Isles Halloween Party and Parade in October. Several East Isles residents and parents organized this event last year. This proposal would make this an official EIRA event.
- EIRA will be holding a Fall Membership Meeting, tentatively scheduled for October 12. The main purpose will be to amend EIRA's Bylaws so that they meet City of Minneapolis funding requirements, of which the deadline to be in compliance is the end of the year. EIRA will need to make a decision on whether to hold the Fall Membership Meeting in-person or via Zoom.

8) Open Forum

The following was discussed in open forum:

- Board Member Larry Lamb attended eight National Night Out parties and received 25 contacts to be added to the EIRA newsletter email list.
- Board Member Mike Erlandson shared that Park Board Commissioner Cowgill will follow up regarding the shade structure for Triangle Park.
- Erlandson also reported that he spoke with the MPD 5th Precinct commander and they are happy to attend any Board or neighborhood meetings and speak about public safety and share statistics.
- President Emma Erdahl asked Board members to attend and bring their families to the Ice Cream Social.

9) Adjournment

The meeting was adjourned at 8:05 p.m.

Minutes submitted by Jenna Egan

Cash, Saving, and Investments

<hr/>	
Wells Fargo Checking	
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City Restricted Funds	\$ (10,669.63)
Unrestricted Funds	\$ 25,113.14
Farmers Market Funds	\$ 30,468.25
Farmers Market Essential Support & Safety Resources Grant	\$ 1,000.00
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Wells Fargo Checking Total	\$ 45,911.76
Wells Fargo Savings	\$ 10,067.73
Petty Cash	\$ 190.00
Stripe Balance	\$ -
PayPal Balance	\$ -
Undeposited Funds	\$ -
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Total Cash, Savings, and Investments	\$ 56,169.49

Other Assets

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Credit Card Deposit Holding	\$ -
<hr/>	
Total Other Assets	\$ -

Total Assets **\$ 56,169.49**

Liabilities

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EIRA Visa Balance	\$ 1,202.70
EIRA MasterCard Balance	\$ -
C-42485 Advance	\$ 7,500.00
C-35167 Advance	\$ 1,650.00
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Total Liabilities	\$ 10,352.70

Net Assets **\$ 45,816.79**

August 2021 Finance Report

Exhibit A

July 2021 Transactions Report

Date	Payee/Remitter	Detail	Expense	Deposit	Budget Line Item	Fund #	Reimbursable (Y/N)
7/1/2021	n/a	Non-itemized FM merchandise sales	\$ -	\$ 10.00	n/a	3000	n/a
7/1/2021	n/a	Non-itemized FM token sales	\$ -	\$ 370.00	n/a	3000	n/a
7/1/2021	n/a	Non-itemized FM token reimbursements	\$ 60.00	\$ -	n/a	3000	n/a
7/3/2021	Zoom	Zoom subscription	\$ 16.18	\$ -	117: Zoom	1103	Y
7/5/2021	Gusto	FM helpers July 1	\$ 162.50	\$ -	622: Market Helpers	3000	N
7/5/2021	Gusto	Payroll taxes July 1	\$ 15.27		637: Payroll Taxes	1101	Y
7/8/2021	n/a	Non-itemized FM merchandise sales	\$ -	\$ 20.00	n/a	3000	n/a
7/8/2021	n/a	Non-itemized FM token sales	\$ -	\$ 480.00	n/a	3000	n/a
7/8/2021	n/a	Non-itemized FM token reimbursements	\$ 120.00	\$ -	n/a	3000	n/a
7/8/2021	Nick Jordan	FM Live Music July 8	\$ 150.00	\$ -	634: Musicians Stipend	3000	N
7/8/2021	Michael Gold	FM Live Music July 1	\$ 50.00	\$ -	634: Musicians Stipend	3000	N
7/8/2021	Svihel Vegetable Farm	Token Reimbursement July 1	\$ 270.00	\$ -	n/a	3000	n/a
7/8/2021	Jenny Breen	Market Manager - Sustainability Hours	\$ 560.00	\$ -	621: Market Manager (Sustainability)	1300	Y
7/8/2021	Jenny Breen	Market Manager - Market Management Hours	\$ 392.00	\$ -	620: Market Manager (Market Management)	3000	N
7/8/2021	Amazon	Boxes for FM tokens	\$ 28.06	\$ -	607: Equipment/Supplies	3000	N
7/8/2021	Krishna's Delight	FM vendor application fee	\$ -	\$ 25.00	n/a	3000	n/a
7/8/2021	Krishna's Delight	FM vendor fee, prepared foods 7 markets	\$ -	\$ 315.00	n/a	3000	n/a
7/12/2021	Amazon	Table cloths	\$ 168.76	\$ -	610: Table Cloths	3000	N
7/12/2021	Adobe	InDesign monthly subscription	\$ 22.67	\$ -	118: Adobe Creative Cloud	1103	Y
7/13/2021	Minneapolis Finance Department	Street Closure Permit	\$ 25.00	\$ -	408: Permits	2000	N
7/13/2021	Minneapolis Finance Department	Street Closure Permit	\$ 25.00	\$ -	408: Permits	2000	N
7/13/2021	Gusto	FM helpers July 8	\$ 190.00	\$ -	622: Market Helpers	3000	N
7/13/2021	Gusto	Payroll taxes July 8	\$ 17.84		637: Payroll Taxes	1101	Y
7/15/2021	n/a	Non-itemized FM token sales	\$ -	\$ 330.00	n/a	3000	n/a
7/15/2021	n/a	Non-itemized FM token reimbursements	\$ 180.00	\$ -	n/a	3000	n/a
7/15/2021	Svihel Vegetable Farm	Token Reimbursement July 8	\$ 240.00	\$ -	n/a	3000	n/a
7/15/2021	James Mouritsen	FM Live Music July 15	\$ 150.00	\$ -	634: Musicians Stipend	3000	N
7/16/2021	AT&T	Tablet data plan	\$ 19.99	\$ -	633: Cellular Data Plan	1103	Y
7/19/2021	The Uptown Associatioin	Extension on banner rental	\$ 300.00	\$ -	612: Uptown Assoc. Banner Rigging Rental Fee	1103	Y
7/19/2021	Gusto	FM helpers July 15	\$ 173.00	\$ -	622: Market Helpers	3000	N
7/19/2021	Gusto	Payroll taxes July 15	\$ 16.26		637: Payroll Taxes	1101	Y
7/22/2021	n/a	Non-itemized FM token sales	\$ -	\$ 280.00	n/a	3000	n/a
7/22/2021	n/a	Non-itemized FM token reimbursements	\$ 70.00	\$ -	n/a	3000	n/a
7/22/2021	Svihel Vegetable Farm	Token Reimbursement July 15	\$ 200.00	\$ -	n/a	3000	n/a
7/22/2021	Jenna Egan	Reimbursement for painters tape	\$ 4.85	\$ -	137: Program Supplies	1107	Y
7/22/2021	Jenna Egan	Coordinator June 2021	\$ 1,048.25	\$ -	102: EIRA Coordinator	1101	Y
7/22/2021	Biffs Inc.	Porta-Potty rental for FM	\$ 169.33	\$ -	635: Portable Restroom Rental	3000	N
7/22/2021	Emma Erdahl	Reimbursement for ice cream social supplies	\$ 101.99	\$ -	402: Supplies/Materials	2000	N
7/22/2021	Lee Kanten	FM Live Music July 22	\$ 200.00	\$ -	634: Musicians Stipend	3000	N
7/22/2021	Blugirl Soap	FM vendor application fee	\$ -	\$ 25.00	n/a	3000	n/a

August 2021 Finance Report

Exhibit A

7/22/2021	Farm 2 Fist	FM vendor application fee	\$ -	\$ 25.00	n/a	3000	n/a
7/24/2021	Intuit	Quickbooks Online	\$ 70.00	\$ -	116: Quickbooks Online	1103	Y
7/24/2021	ChillyBean Promotions	Shirts/Hoodies for FM	\$ 705.24	\$ -	616: Market Shirts	3000	N
7/27/2021	Jaba Noodles	FM vendor application fee	\$ -	\$ 25.00	n/a	3000	n/a
7/27/2021	Jaba Noodles	FM vendor fee, prepared foods 7 markets		\$ 280.00	n/a	3000	n/a
7/27/2021	Gusto	FM helpers July 22	\$ 143.50	\$ -	622: Market Helpers	3000	N
7/27/2021	Gusto	Payroll taxes July 22	\$ 13.49		637: Payroll Taxes	1101	Y
7/29/2021	n/a	Non-itemized FM merchandise sales	\$ -	\$ 112.00	n/a	3000	n/a
7/29/2021	n/a	Non-itemized FM token sales	\$ -	\$ 420.00	n/a	3000	n/a
7/29/2021	n/a	Non-itemized FM token reimbursements	\$ 120.00	\$ -	n/a	3000	n/a
7/29/2021	Svihel Vegetable Farm	Token Reimbursement July 22	\$ 180.00	\$ -	n/a	3000	n/a
7/29/2021	Fatawu Sayibu	FM Live Music July 29	\$ 300.00	\$ -	634: Musicians Stipend	3000	N
7/29/2021	Target	Ice Cream Social supplies	\$ 41.29	\$ -	402: Supplies/Materials	2000	N
7/31/2021	n/a	Non-itemized donations	\$ -	\$ 10.00	n/a	2000	n/a
7/31/2021	n/a	Non-itemized Super Sale registrations	\$ -	\$ 103.18	n/a	2000	n/a
7/31/2021	Stripe	Non-itemized Stripe processing fees	\$ 6.64	\$ -	n/a	1106	n/a
7/31/2021	Stripe	Non-itemized Stripe processing fees	\$ 9.45	\$ -	624: Payment Processing Fees	3000	n/a
7/31/2021	Intuit	Non-itemized QuickBooks processing fees	\$ 75.55	\$ -	624: Payment Processing Fees	3000	n/a
Total			\$ 6,812.11	\$ 2,830.18			

Funds Remaining by Contract as of July 31, 2021

Contract	Total Funds Contracted	Total Funds Spent through 7/31/2021	Funds Remaining
C-28340 - NRP Phase II Implementation			
Staff and Administrative Costs	\$ 25,000.00	\$ 18,250.30	\$ 6,749.70
Chess Tables on the Mall	\$ 8,000.00	\$ -	\$ 8,000.00
Plantings on the Mall	\$ 5,000.00	\$ -	\$ 5,000.00
Osman Cleaners	\$ 5,000.00	\$ 5,000.00	\$ -
Warming House Refresh	\$ 28,500.00	\$ 24,576.00	\$ 3,924.00
Good Chair Project	\$ 10,000.00	\$ 10,000.00	\$ -
Invasive Tree Removal	\$ 22,282.10	\$ 22,282.10	\$ -
Bridge for Youth Lighting	\$ 15,000.00	\$ 15,000.00	\$ -
Seven Pools Fountain	\$ 500.00	\$ 500.00	\$ -
MPD Security Cameras	\$ 40,000.00	\$ 40,000.00	\$ -
Greenway Garden	\$ 2,736.50	\$ 1,908.05	\$ 828.45
Total	\$ 162,018.60	\$ 137,516.45	\$ 24,502.15
C-35039 - NRP Home Security Grants	\$ 15,000.00	\$ 10,617.75	\$ 4,382.25
C-35167 - NRP Sustainable Practices	\$ 34,600.00	\$ 16,971.94	\$ 17,628.06
C-42485 - Community Participation Program			
Staff Expenses	\$ 47,690.00	\$ 35,204.83	\$ 12,485.17
Employee Benefits	\$ -	\$ -	\$ -
Professional Services	\$ 30,475.00	\$ 19,621.71	\$ 10,853.29
Occupancy	\$ 16,071.00	\$ 12,954.63	\$ 3,116.37
General Liability Insurance	\$ 1,749.00	\$ 1,386.00	\$ 363.00
Directors and Officers Insurance	\$ 2,250.00	\$ 1,500.00	\$ 750.00
Communications/Outreach	\$ 34,876.00	\$ 29,439.26	\$ 5,436.74
Translation, interpretation, and ADA Support	\$ -	\$ -	\$ -
Supplies and Materials	\$ 4,175.00	\$ 3,466.26	\$ 708.74
Meetings/Community Building Events	\$ 5,350.00	\$ 3,786.35	\$ 1,563.65
Development	\$ 1,950.00	\$ 975.00	\$ 975.00
Fundraising	\$ 5,000.00	\$ 1,385.98	\$ 3,614.02
Other Services	\$ -	\$ -	\$ -
Total	\$ 149,586.00	\$ 109,720.02	\$ 39,865.98