



**Board Meeting**  
**Monday, October 8, 2018**  
**Location: Sabin School**  
**MINUTES**

Meeting commenced at 7:00 pm.

*In attendance*

Clay Veka  
Rachel Lee  
Erin Brasell  
Adrienne Cohen  
Shayan Rohani  
Claire Bollinger  
Sean Green

*Guest*

Kathleen McConnell, Sabin resident  
Mariah Dula, NECN Chair

*June Minutes*

Claire moves to approve the June minutes, with the misspelling of Adrienne's name corrected. Rachel seconds.  
Approved unanimously, three abstentions (Erin, Adrienne, Shayan). Motion passes.

*Treasurer's Report*

Adrienne reports on April through July, which is the end of the last fiscal year. Our income during that period was \$3586.83, from clean-up donations and BPS reimbursement of clean-up expenses. Our expenses during that period were \$1,103.32, for newsletters, postcards, annual meeting expenses, and CT-12 payment. Our balance at the end of the fiscal year was \$15,126.86. There have been no transactions since July. Our actual income and expenses for 2017-2018 were both lower than budgeted. We also previously resolved to make donations to King School, Sabin School Foundation, and Sabin NET that have not yet been paid out. Clay will follow up with Sabin NET.

In January we will plan to adopt a budget for this year. We can apply for \$500 for communications for the current year, by email to Jessica Rojas at NECN (with a communications plan, plus a report of our bank balance).

**[www.SabinPDX.org](http://www.SabinPDX.org)**

Sabin Community Association, c/o NECN, 4815 NE 7th Ave, Portland, OR 97211, [SabinPresident@gmail.com](mailto:SabinPresident@gmail.com)

### Communications Proposal

Erin got a bid of \$230 for a double-sided flyer announcing our events (which we could send either twice a year in spring & fall, or once a year in January). She also proposes that we budget \$50 to \$75 for social media, to boost announcements of our annual meeting and other events. We received over a hundred responses via postcard or online. By January, Erin would like to send out our first digital newsletter.

### Donations to King School & Sabin Foundation

Claire reports that she contacted the principal at King School. They have a general fund for staff and school supplies and student wellness where our donation can be directed. She will also let King School and Sabin Foundation know to contact us if they have specific requests this year. Erin summarizes the Sabin School's likely fundraisers this year, and Adrienne reminds us that many Sabin families will now be sending students to Tubman Middle School, which opened this fall. We will plan to come to the January meeting with proposals for donations. Sean notes that both of our revenue streams (communications funding from NECN, and annual neighborhood clean-up funding from BPS) may be cut in the future, so when deciding to make donations we should also consider the right level of reserves to retain.

### LUTC Resolutions

Rachel presents draft resolutions to appoint the members and chair of the LUTC, set its procedures, and delegate it executive authority, to be guided by the listed principles and priorities. After discussion, the draft resolutions are amended. Shayan moves to adopt the draft resolutions in their entirety as amended, to provide as follows below. Adrienne seconds. Approved unanimously, no abstentions. Motion passes.

#### *Appointment of Regular LUTC Members*

- to appoint the following individuals to the LUTC, which has been and shall continue to be a standing committee of the Sabin Community Association: Asher Atkinson, Maria Hein, Rachel Lee, Don Rouzie, Kirke Wolfe, with each such appointment to continue in effect until the individual resigns from the LUTC or is removed from the LUTC by the Board, and every spring the Board shall reconsider the committee membership.

#### *Appointment of LUTC Chair*

- to appoint Rachel Lee as the chair of LUTC, with such appointment to continue in effect until she resigns as chair, ceases to be a member of the Board, or is removed as chair by the Board.

#### *Allowing Board Members to Vote at LUTC Meetings*

- to appoint to the LUTC any member of the Sabin Community Association Board in attendance at a meeting of the LUTC, with such appointment to take effect at the beginning of the meeting and terminate at its conclusion.

#### *Purpose*

- that the purpose of the LUTC shall be to enhance the Sabin neighborhood by communicating with members, government agencies, and other neighborhoods regarding issues relating to land use, transportation, and liveability of the Sabin neighborhood and the Portland area; to provide a structure through which Sabin residents may involve themselves in such issues; and to promote liveability, sustainability, and safety.

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### *Duties*

- that the duties of the LUTC shall be to meet regularly; to publicly post notices of the LUTC's activities and land use notices in the Sabin neighborhood; to discuss issues relating to land use, transportation, and liveability of the Sabin neighborhood, including but not limited to historic review proposals, Type I and Type II land use proposals, and demolition notices; and, when appropriate, to take positions, submit public comments, and send correspondence relating to such issues; and any official positions or public comments shall be shared with the Board at the time the positions or public comments are submitted.

### *Delegated Authority*

- to delegate the Board's authority to the LUTC to take positions, submit public comments, and send correspondence on behalf of the Sabin Community Association relating to land use, transportation, and liveability issues in Sabin neighborhood and/or the Portland area, provided that in doing so the LUTC shall be guided by the following principles and priorities:
  - Principles:
    - Be accepting, inclusive, and fair
    - Engage the community
    - Seek to understand and meet community needs
    - Support diversity
    - Encourage local businesses
    - Prepare for the future and promote sustainable living
    - Care for our natural environment and wildlife
    - Partner with community organizations
    -
  - Priorities
    - Broaden membership of the LUTC to be more reflective of the Sabin community
    - Maintain and improve community liveability, including but not limited to
      - affordable housing
      - reducing homelessness
      - preservation of existing housing stock
      - increasing transportation safety
      - reducing transportation and land use impacts on climate change, the environment, and human health.

### *Quorum*

- to set the quorum of the LUTC at three committee members.

### *Procedures*

- that the LUTC shall be required to comply with the same requirements regarding notice, voting, records, and procedures that are applicable to regular meetings of the Board, and that in addition the LUTC Chair shall be required to email a copy of the LUTC agenda to all members of the SCA Board at least 7 days before any regular meeting of the LUTC.

### *Location*

- to specifically authorize but does not require the LUTC Chair to move LUTC meetings to a location that invites wider participation, such as potentially the Maranatha Church building, if meeting space is available there, with the goal of making LUTC membership and meetings more inclusive and engaging previously under-represented groups in the Sabin community.

### Sabin Clean-Up

Shayan has agreed to run the clean-up again this year. We are planning for May 11 (second Saturday in May), but he has only been able to get a tentative verbal commitment from the hauler so far. A neighbor suggested that neighbors run garage sales in the morning of May 11, followed by clean-up in the afternoon. He would put up a digital bulletin board/map of the participating homes. Erin proposes that the garage sale be the weekend before. Laurelhurst coordinates a neighborhood garage sale as a fundraiser. The Board seems generally supportive of this as a pilot program (not currently a fundraiser, but with potential as such in the future). Mariah mentions that if there are start-up costs to launch a community garage sale project, we could consider applying for a NECN small grant. There is some concern that BPS may not continue the reimbursements, and Sean will follow up to investigate.

### Leaf Day

There is an area of Sabin west of 15th that is not included in the City's leaf collection area. Erin is talking to the City about whether the boundaries of where the City collects leaves have changed this year. She would like SCA to advocate that the City expand the collection area and will report back in January. Clay reminds us that the City has limited resources.

### NECN Updates

Sean reports that ONI has been rebranded as the Office of Community & Civic Life, under Commissioner Eudaly. In addition to budget cuts, so that money can be redistributed to East Portland, there is discussion of changing the relationship & interactions between the City and neighborhood associations, and possibly reducing the total number of coalitions. Lloyd District has joined NECN. There is a project to assist churches with the operational aspects of allowing individuals living out of their cars to stay in church parking lots. There is a project to update the process for design-review districts. There is a project about land use notifications. NECN is discussing its processes for decision-making with relation to historical & under-represented communities, sparked by the 7th/9th Greenway controversy but not limited to it. Mariah reports that short-term rentals are an increasing issue in neighborhoods, especially King.

### Prescott Speed Limit Change

Kathleen reports that ODOT has approved changing the speed limit on Prescott from MLK to 41st from 30 MPH to 25 MPH. We expect that PBOT will post new signs by January. Clay reports that PBOT also intends to reduce speeds on Fremont as well.

Meeting is adjourned at 8:50 p.m.