

NAP Meeting Minutes – July 26, 2012

NAP Present: Beth Smolens (Willamette), Troy Bowers (Sunset), Jef Treece (Marylhurst), Alex Kachirisky (Hidden Springs), Tracy Gilday (Skyline Ridge)

Guests: Mike Jones, Kirsten Wyatt

There was a motion to approve minutes of June meeting by Troy Bowers and was seconded. Minutes were approved unanimously with no changes.

There was a discussion regarding fundraising by NAs. Currently, any fundraising must be approved by Richard Seals, the City of West Linn CFO. Kirsten shared logistical issues with fundraising. The City Council will be discussing NA Fund Raising at their August 6th City Council Work Session. Jef Treece will attend to represent the NAP and answer any questions the City Council may have.

In the interest of being able to help each other with questions others may have dealt with, Jef Treece posed the question about how to improve sidewalks specifically but for any “large” project in general. The concept of Local Improvement Districts was discussed as a way to pay for improvements to infrastructure. It was also suggested to look at the Transportation System Plan to see if there may already be something in there regarding the requested improvement.

A brainstorm on the minimum communication needs by NAs for City website was conducted (i.e., what support is needed for all NA's via the City website and other infrastructure). The top needs were concluded to be: The ability for residents to contact NA board members; Post bylaws; Post minutes and (notice) agendas and to also be able to update minutes and agendas; the ability to post or reference legislative files and reference material for land use; post boundary map. Communication with members requires an email list, either a subscription service like mailchimp or maintained by someone such as the secretary. Further discussion was tabled to future meeting.

Kirsten presented her vision of email communication between NAs and members and city to more effectively help with sharing agendas and minutes with all residents of the City. She will be sending the NAP a draft of her discussion.

At the next meeting we will have a training session for NAs who are not currently using MailChimp.com to communicate via email with NA residents.

The primary agenda topics for next meeting are 1) helping each other with current problems; 2) continue and possibly conclude the minimum requirements for supporting NA's communication needs and 3) presentation/education on adopting mailchimp, which is becoming the recommended way to manage NA email lists.