

Presidents Council Meeting

Minutes

October 23, 2017

CALL TO ORDER

David Owens, Mt. Airy, called the Presidents Council Meeting to order on October 23, 2017 at 10:00 a.m. after which introductions were made.

SECRETARY'S REPORT

Bob Knutson, PC/RPC Secretary, Ravoux, requested that if there are any discrepancies found in the Minutes, bring them to his attention at the next meeting. A Motion was made by *Teresa Souvannachack*, Montreal, to accept the Minutes as they stand. It was seconded by *John Cardoza*, Cleveland, and the Motion carried.

INVITED GUEST SPEAKERS

Sigrid Johnson, League of Women Voters, stated the League was established close to a hundred years ago, and she said educating voters was their main mission. She then went on to talk about registration forms and the areas you vote in. You must be registered to vote in the same precinct where you live. This year they're offering rank choice voting. She brought copies of a sample ballot and distributed them to all Reps. Everyone followed along as she went over the different areas of the rank choice ballot. She then explained how to use the ballots for rank choice voting. If you'd like to vote ahead of time, there are four places you can go where the polls will be open for early voting. She also stated that rank choice voting is only for local city elections.

Marietta Wood, St. Paul Parks & Recreation. Community Recreation Director, wanted to give everyone a little information on Parks & Recreation. Their aim is to be involved in different agencies and public housing communities. Parks & Recreation is made up of different activities and park areas, along with recreation centers. She said part of their job is to do programming classes, special events and be engaged with the community. They want to talk with everyone, and then program what the residents want. Their aim is to find out what the residents like to do. They would also like to meet individually with residents at the different sites. *Alicia Huckleby*, Resident Initiatives Director & Interim Human Resource Director, emphasized that the PHA, the resident councils and St. Paul Parks & Recreation, will work together regarding security for any sessions conducted at PHA locations.

TREASURER'S REPORT

Melissa Pappas, PC/RPC Treasurer, Seal, presented the Treasurer's Reports for the month of September. The checkbook register balance is thirty-one thousand three hundred thirty dollars and ninety-four cents. (\$31,330.94). The ending balance is thirty thousand, seven hundred sixty-nine dollars and thirty-one cents (\$30,769.31). The report will be filed for audit.

BOARD OF COMMISSIONERS REPORT

John Cardoza, Cleveland, gave the Commissioner's Report. He said there was a special recognition event held for Mary Puente, who was the previous Commissioner. He also said one of the things approved was the contracts for the plumbing renovation at Valley which will be beginning very soon. Any information you may want regarding the Board of Commissioners, can be found online at the PHA's website at www.stpha.org.

MAINTENANCE REPORT

Tim Angaran, Maintenance Manager, informed us, that in mid-November or early December, they will be updating the hardware and software that's used for the door-card entry systems in the hi-rises. **He emphasized that it would have no effect on any existing door cards. Use them as you normally do.**

PHA MANAGEMENT REPORT

Charisse Brown, Assistant Resident Services Senior Manager, told the P.C. that most of the resident transfers from Valley have been completed, and the plumbing renovation will proceed. She also said there's a new manager who will be covering Wilson Hi-Rise.

SAFETY & SECURITY REPORT

Kent Cleveland, Sargent, St. Paul Police Department – ACOP -- will update the P.C. at the next meeting.

OLD BUSINESS

No Old Business.

NEW BUSINESS

Melissa Pappas, PC/RPC Treasurer, presented the new P.C. Budget; which had been worked on and amended by the RPC at their last quarterly meeting. As there were no questions regarding the Budget, Melissa called for a Motion to accept the Budget as it stands. Donna Walker, Seal, made a Motion that the Budget be accepted, which was seconded by Bob Knutson, Ravoux, and the Motion carried. The new Budget will be posted for thirty days. If after those thirty days there are no other changes, the P.C. will move to approve the Budget at the November meeting.

Julia Hupperts, Resident Council Coordinator, said notices were mailed out in August to all new presidents, announcing that at the P.C. meeting in September, there would be an election for the Executive Board. A Board was elected at that meeting. She also stated that because the Secretary and Treasurer are appointed positions, it was voted at September's meeting to temporarily appoint Bob Knutson as Secretary and Melissa Pappas as Treasurer; both for a period of thirty days. The Presidents Council Executive Board, at their October meeting, approved a Motion to recommend Bob Knutson, Ravoux, to be appointed Secretary, and that Melissa Pappas, Seal, be appointed as Treasurer. Bill Hughes, Iowa, made a Motion to accept the appointments of Bob Knutson and Melissa Pappas as Secretary and Treasurer, respectively. The Motion was seconded by John Cardoza, Cleveland, and the Motion carried.

RESIDENT INITIATIVES REPORT

Alicia Huckleby, Resident Initiatives Director & Interim Human Resource Director, talked to us about the draft debit/credit card memo, which started last spring. As a brief refresher, she said Jon Gutzmann, Executive Director, St. Paul Public Housing, and Ron Moen, Controller, began working with Julia Hupperts, Diane Anastos and herself, to create a structure around resident councils having credit/debit cards for purchases. It's increasingly hard to find places that accept checks, and because the cards are easily used, there has to be some restrictions placed on using it -- we must be extra vigilant. She said there would be revised drafts of the debit/credit card memo at next month's P.C. meeting. What they're putting together is a policy that they have asked the P.C. to adopt, as well as procedures that will go out to each resident council; on how to access the card, where the card is kept and who is allowed to use it. To date, what they've come up with is, the cards will be kept in the management office and the Council will need to approve purchases that are needed and which are also part of the council Budget. The card should be used as a last resort for those places that don't accept checks. At this point, they're looking at authorized users of the debit/credit card to be the Chair, the Treasurer and the Secretary. She also discussed having a daily limit placed on the cards' use, to be determined at a later date. She then called for questions.

SECTION 3 UPDATE

Beth Pacunas, Section 3 Projects Coordinator/Youth Literacy, said she works with the ROSS Team, and tries to bring in partnerships with people who provide job skills training at all levels. She's visited some of the hi-rises in the past month, talking with Seal, Exchange, Cleveland and Central residents. Her goal is to visit all the hi-rises. She said she's been hearing a lot about working from home, or jobs for disabled people and older workers. If you know of any residents who are seeking jobs, job skills or both, along with education, please get in touch with Beth at **651-228-3204**.

ROSS TEAM

Ed Petsche & Val Wolf: ROSS Employment & Educational Coordinators. Val reminded us about a *College Fair* she had mentioned at an earlier meeting. The *College Fair* is set for November 1st and will be held at Mt. Airy. She also handed out flyers and said there's a large group of vendors attending. She said there are also a number of colleges that haven't been to their Fairs before. Ed Petsche reiterated the Fair was just arranged and will be held November 1st at 4:00 p.m. *Reading Corps* will also be there. He said he's hoping to see a lot of hi-rise residents attend. Many came from all hi-rises for last month's event. He also continues trying to put people to work. In September they helped ten residents gain employment, and as of the first half of October, they have five. If you or someone you know needs help finding a job or getting education, or both, please have them give Ed or Val a call. Ed Petsche can be reached at **651-298-4931**, and Val Wolf at **651-298-4933**.

COMPUTER UPDATE

Aaron Smothers, IT Digital Literacy Coordinator, said he's been trying to deal with as many issues as he can, before the ROSS Grant runs out. He said he'd really like to do some classes the first part of December and then January; perhaps on a Sunday, so more residents could take advantage of it. He asked that it be discussed at your resident council meetings whether or not you'd like to have computer classes at your hi-rise. His goal is to hit three sites every Sunday, each with a three-hour time block.

SHIP GRANT UPDATE

Betsy Christensen, PHA SHIP Coordinator announced that *Ann Tranvik*, St. Paul Public Health Nurse, told her their SHIP Grant has been approved for another year. The new Grant begins November 1st. She also brought cardboard tubes for each hi-rise, each tube containing two posters. One showed the different uses and also instructions on how to use the Resistance Bands. The other poster was about stretching, and different ways to stretch while working on your flexibility. It also gives examples of some stretching exercises. She printed out some photos and passed them around, that came from the different *Walk With A Doc* events, which they also hosted for the last two years. They have concluded the *Walk With A Doc* events for this season, but in January she'll release the new 2018 schedule for that event.

She also mentioned the flyer in your packets regarding the *Ravoux Crosswalk Celebration*, which will take place on October 24th. As a result of resident involvement and diligence, the City – through a Grant from AARP -- added two white marked crosswalk areas in two places along Marion Street. One is at Ravoux and another one a couple of blocks north. There are also neon green signs with a pedestrian logo on them, placed at each site. Another safety device added, was a blinking speed indicator sign that reminds you how fast you're going..

The PHA is again a partner for *Free Bikes For Kids*, and they're setting a goal of getting 200 bikes out to the kids and older youths at the family sites. They're always looking for volunteers, so if anyone's interested in helping out at one of the events, get in touch with Betsy at **651-298-4030**. She went on to give some vending updates, and said there is Vending Training today after the P.C. Meeting. It'll be held with Ann Tranvik, St. Paul Public Health Nurse. She also talked about the promotion they had last summer, in an attempt to get more people to use the public park system; saying many residents at various hi-rises and family sites participated. They're hoping to have another promotion this year.

St. Paul Parks & Recreation is looking for a *letter of support*, so they can submit it along with their grant request. Teresa Souvannachack, Montreal, made a Motion that the P.C. send a *letter of support* to them. It was seconded by John Cardoza, Cleveland, and the Motion carried. Julia Hupperts said that with the P.C.'s permission she would work on the letter and then have it signed by members of the Executive Board.

GREEN INITIATIVES

Yen Tran, Green Initiatives Technician spoke about the rooftop beehives at 555 Wabasha. She said this season they produced ten gallons of honey. Anyone interested in purchasing some of their honey, needs to fill out a form, which is accessible on the PHA's website. The price for one 1.5-ounce jar, sells for \$3.50. Fill out the form and Yen will work out payment and delivery with you.

Lastly, for the second year, they are offering the *Community Garden Mentor Training Program* which will take place in March and April. Partnerships with SHIP and the *University of Minnesota Extension Master Gardeners*, is making that possible. Through this program, you get to learn leadership skills, along with learning how to be a master gardener. She offered flyers to the Reps to bring back to their hi-rises, and also reminded hi-rises who haven't cleaned out the garden yet, that now is the time to do it. If you want your garden waste composted, Yen will take it to a composting site for you. Get ahold of Yen at: **651-298-5222**.

CLOSING

Julia Hupperts, Resident Council Coordinator said some people here would be attending the Vending Rep Training taking place after this P.C. meeting. It's being held on the 1st floor, in the Training Room. She also reminded everyone that the November 27th Presidents Council Meeting would also meet on the first floor, in the same room, due to our usual meeting place not being available.

If you have not filled out a W-9 Form for the Presidents Council, Please see her after the meeting, as it needs to be filled out by every Representative to the P.C.

It's campaign season again, and Julia read through the rules and protocols with regards to candidates campaigning in PHA-owned buildings. She'll give all Reps a copy, which they can share with residents.

Julia spoke about Budgets and the procedures we go through to get them right. An important thing to remember is that you cannot spend more money than you have coming in. Sometimes hard choices need to be made when working on Budgets. At this point, they should have been addressed in all hi-rises. She also explained how the Presidents Council Budget is put together. The P.C. Budget is now on the PHA website and will remain there for thirty days. If after that time there are no changes, additions, etc., it'll be voted on for approval at the November P.C. meeting. She again stated that the P.C. has not received the picnic receipts from all of the hi-rises. **If you do not submit receipts, then the PHA requires that you give the money back to the P.C.**, who will then forward it to the PHA. Julia then took questions.

No further Presidents Council business was discussed or conducted, and the meeting adjourned at 12:00 p.m.

Submitted by:



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Meeting Reminders:

Next Presidents Council Meeting:

Monday, November 27, 10:00 a.m. - Noon

Executive Committee: November 17 - 11:00 a.m. - 3rd floor.

Community Building: November 3 - 11:00 a.m. - 3rd floor.

Computer Team: November 16 - 1:30 p.m. – Board Room.