

Organizational Capacity Building Committee
Thursday, July 14th, 2016
Grace Hill Water Tower Hub
Meeting Minutes



Members Present:

- Rick Bonasch
- Keaira Anderson
- Jenny Connelly-Bowen
- Claire Wolff
- Angela Pinex

Staff Present

- Gary Newcomer
- Amanda Bast

I. Welcome

II. Updates

a. CRA Ladder of Capacity Building Update

- The CRA Ladder of Capacity Building addresses the Committee's prior recommendation to connect banks with community building organizations. The recent speed networking workshop in June helped build these connections and the Developer Showcase on Aug 4th intends to cement deeper partnerships and connect investment capital to our member organizations.
- Helpful feedback was collected informally at the speed networking event, but the Committee believes more data is necessary to improve and learn from the process. CBN will create a survey to distribute to participating organizations following the Developer Showcase to collect additional feedback.

b. Community Engagement & Safety Action Groups

- The first action group meetings for safety and community engagement occurred this week. These are constructive support groups to address issues relating to community engagement or safety. Members are expected to use the knowledge learned to implement active steps to enhancing community engagement as an organization, share this knowledge and

expertise, and create sustained initiatives moving forward. CBN will facilitate the process.

- Both meetings were introductory in nature, but will lead to future meetings broken into two parts: 1) members reporting and reflecting on progress or lessons learned and 2) exploring best practices, resources, or hearing from experts about pre-determined topics through CBN facilitation. Definitions, meeting themes, and goal setting should be finalized by the next meeting. The three topics in the Safety Action group were vacancy, illicit activity at neighborhood businesses, and activating public space. The topics in Community Engagement still need to be defined.
- The Committee recommended implementing stronger nuisance themes in the groups. Groups are still open and new members are encouraged. Gary will follow up with more information and reminders on both action groups before the next meetings.

III. Upcoming

a. Consolidation and Formal Partnerships Event

i. Discuss Agenda

ii. Review Documents

- The need for a consolidation and formal partnership workshop for interested community organizations was raised by the committee in prior meetings.
- CBN has set the workshop date--Wednesday, July 27th at noon (UMSL Grand Center)--and established an agenda. The workshop will be broken into two parts: 1) consolidation and 2) formal partnerships. Panels have been established for each. The Committee reviewed the agenda and overview documents. Per the Committee's request, Gary will personally send invitations to the CDCs in North City and North County.

b. Org. Capacity Assessment for 2016

- At the last meeting, the Committee proposed setting a response deadline for the 2016 organizational capacity assessment and incorporating findings into the end-of-the-year board presentations with the goal of increasing participation in the assessment study. CBN has drafted a survey and will begin sending it to members in the next few weeks.
- A participation goal with $\frac{2}{3}$ of members was set in order to acquire sufficient data. The committee reviewed the assessment survey and recommended more sensitivity with particular organizational questions, a better evaluation of diversity, and including fewer required questions.

c. Creative Placemaking RFP

- CBN and RAC have been exploring a possible partnership for the next Community Arts Training (CAT) Institute in the Ville through the Creative Placemaking Program. The Creative Placemaking Program is a joint project between NACEDA & Americans for the Arts (AFTA) to build partnerships and knowledge of creative placemaking between community economic development associations and arts practitioners. The program provides \$20,000 in funds to support the creation/implementation of a “knowledge-building activity”.
- The Committee expressed support for the partnership which will involve CBN staff as faculty and resources for the CAT Institute. The \$20,000 in funds will cover administrative costs and open up enough resources to provide a grant to fellows in the program interested in implementing their ideas. Pending Board approval, CBN will submit a proposal by the August 12th deadline.

IV. Pooled Purchasing

a. Member Survey

b. Discuss heaviest administrative costs for members, potential pooled services, and next steps

- The Committee identified pooled purchasing as a means to combine contracts and cut administrative costs for community building organizations at prior meetings. Over the past month, CBN intern Amanda Bast researched pooled purchasing extensively, identified potential options, and located interested vendors in web design services (Steady Rain, Web Design and Company) & office supplies (Office Depot).
- In order to present concrete figures and narrow in on other potential services, CBN will send out a member survey identifying member interest. CBN will then present findings at the next org capacity meeting.
- The Committee recommended the Mission Center as another potential case study. Committee members were most interested in the following administrative services: printing logos (ex. pens, shirts), graphic design, and internet. The possibility of hiring a shared graphic design intern from a local university to help create event flyers and brochures generated substantial interest. CBN will explore these three services in more depth before the next meeting.

V. Conclude

- The next meeting will be held Thursday, September 8th at 3:30pm. Location TBD.