

Organizational Capacity Building Committee
Thursday, November 17th, 2016 - 3pm
Northside Community Housing
Meeting Minutes

Members Present:

- Jessica Eiland
- Gloria Campbell
- Rick Bonasch
- Mona Majid
- Timetria Murphy-Watson

CBN Staff Present:

- Jenny Connelly-Bowen
- Gary Newcomer
- Constance Siu

I. Welcome

II. Updates

- a. Community Engagement & Safety Action Groups**
- b. Org. Capacity Assessment for 2016**
- c. Creative Placemaking RFP**
- d. International Institute**

- The action groups are continuing to meet on a monthly & bi-monthly basis. These are constructive support groups to address issues relating to community engagement or safety. The safety group is continuing to focus on illicit activity at neighborhood businesses. We have initiated discussions with the Health Dept, two Aldermen, a neighborhood leader, and Local Progress. A policy brief has been drafted and the group is determining what its next steps will be. The community engagement group is composed of diverse stakeholders with many voices. As of now the group is producing seasonal research newsletters to share with the broader community (Fall: Activating Green Space; Winter: Youth at the Center) and trying to lock in on an action step that all members can agree upon. There is a struggle to manage broader goals with micro-level visions of action steps. The Community Engagement Action Group is hoping to tie their goals into our Committee and may present some initial ideas at the next meeting in January.

- CBN completed its annual assessment of CBN member organizations and ended up with a participation rate of about 40% (a little shy of our goal). CBN staff shared a handout of key takeaways.
- As you may recall, CBN submitted a creative placemaking grant proposal to NACEDA as a partnership between CBN and RAC for the next Community Arts Training (CAT) Institute in the Ville through the NACEDA Creative Placemaking Program. The \$20,000 in funds provided through the Creative Placemaking Program would have covered administrative costs for CBN and provided a grant to fellows in the program interested in implementing their ideas. CBN staff received feedback on our proposal and shared it with RAC. RAC is still interested in the partnership and we have identified another possible source of funds through the Kresge Foundation for future trainings. One possibility is a day-long workshop led by RAC & CBN that summarizes the research and outcomes from the CAT Institute so it can be translated for community building nonprofits. Discussions have also included inviting similar community-based organizations from Kansas City to join in the workshop.
- CBN, the International Institute, and the Mosaic Project have been exploring potential partnerships. Due to the influx in refugee placements locally, the International Institute is looking beyond its walls for opportunities to partner, whether for housing, cultural events, or other community-based initiatives that include the local refugee population. If you are interested in learning more or getting connected, please contact gary@communitybuildersstl.org.

III. New Org Capacity Co-Chair - Nominations?

- Claire is moving on from Grace Hill to pursue new opportunities and adventures. Unfortunately, this means she will no longer be the co-chair of our Organizational Capacity Committee. The Committee nominated Angela Pinex and Keaira Anderson as potential new co-chairs of the Committee.

IV. Business Services Support Program

- a. New Name, Meetings with Vendors, Business Plan Details**
 - b. 401K Possibility**
 - c. Test Out Office Essentials**
 - d. Fundraising Directions?**
 - e. Bidding Process - Thoughts? Next steps?**
- As was revealed during our All-Member Meeting, the Pooled Purchasing Program has a new name: Business Services Support Program. The Committee recommended a name change to “Professional Services Support Program” to avoid confusion and make it obvious that the program is intended for nonprofits.

- CBN has continued meeting with vendors and researching for the program. CBN staff are currently compiling our business plan. The Committee recommended that CBN Members be encouraged to contribute \$100 instead of \$50 for buy-in to the program. The Committee also asked that CBN serve as the invoicer to streamline the process or request businesses to invoice 40% to CBN and 60% to members. There raises a fiscal liability question for CBN. However, the Committee expressed the necessity to ease the process as much as possible. **CBN staff will explore the suggestions as a possibility.**
- There is a possibility to partner with the Texas Association of CDCs for a 401K program for CBN members. By becoming associate members of their organization, we can access and take part in their 401K. Individual nonprofits can select their own preferences: investment approach, company match, etc. Costs will likely range between \$750-1200 annually for members to participate. The Committee determined that these costs were unreasonable for member organizations.
- We have established a relationship with a local office supplies provider (Office Essentials) who is competitively priced with Office Depot/Staples and can provide much better customer service. 2% of all purchases among our members will also be returned to CBN as a rebate. Northside Community Housing offered to purchase some supplies as a trial run for the program. **CBN will share login details so that members can compare prices.**
- CBN staff has taken 3 approaches for fundraising: foundations, government, and private institutions. CBN staff has met with representatives from CDA, Incarnate Word Foundation, and local experts in the innovation/entrepreneurial sectors for advice. We quickly determined from these conversations that financial institutions and the Promise Zone would be most interested in supporting the initiative. In the meantime, we received the support of the Incarnate Word Foundation along with a verbal commitment for a few thousand dollars. We will also be speaking to representatives of local lenders that are already active with CBN. The Committee suggested that CBN staff explore the St. Louis Community Foundation as a potential avenue for program sponsors.

V. Winter Workshop Idea - Community Benefits Agreements

- a. Update - Partnership w/ Promise Zone**
 - b. What should be the target audience?**
 - c. Dates? Partners?**
- At the last org capacity meeting, the Committee decided that CBN's next workshop should focus on Community Benefits Agreements (CBAs). Specifically, the knowledge conveyed should include a background on CBAs, how it could benefit neighborhoods in St. Louis, and dispel any myths. A future workshop could follow-up with more tangible skills related to CBAs. Erica Henderson of the Promise Zone has indicated a desire to partner with



CBN on a workshop/training and is looking to integrate CBAs as part of the Promise Zone, but still applicable for all of St. Louis City & County. Unfortunately, her busy schedule has forced us to delay planning conversations until the end of the month. The Committee agreed that the topic was timely and should be pursued. SLACO was identified as a potential partner for the event. A date in January was determined to be ideal for the workshop.

VI. 2017 Programmatic Priorities

- The Committee identified marketing, board effectiveness, and partnership management as important programmatic priorities for 2017. Building and maintaining partnerships and collaborations was suggested as a particularly relevant topic that would need a series of workshops because it is such a broad topic.

VII. Conclude

- Thank you for those who attended the meeting. The next Organizational Capacity Building Committee meeting will be Thursday, January 19th. Location TBD.