

**Hamline University Neighborhood Advisory Committee (HUNAC)
Committee Meeting**

Monday, May 16, 2016

6:30pm – 8:30pm

Green Room, Hamline Church United Methodist,

- DRAFT MEETING NOTES -

HUNAC Members Present: Karen Chaput, Jessica Kopp, JacQui Getty, Mark Berkson, Paige Natzke, Roy Neal, Michael Jon Olson, Steve Samuelson, Al Ickler and Samantha Henningson.

HUNAC Members Absent: Krista Finstad Hanson.

Meeting Facilitation and Documentation: Mariann Johnson, Consultant with the State of MN Office for Collaboration and Conflict Resolution.

Meeting Objectives

- 1) Receive HUNAC member community updates.
- 2) Conduct timely HUNAC business and establish all necessary next steps.
- 3) Learn about Hamline University's recent Internal Campus Space Audit and Plans.

Welcome and Review of the Meeting Objectives and HUNAC Business

ACTIONS/DECISIONS: The evening's meeting agenda and the notes from the April 2016 HUNAC meeting were reviewed and accepted, with one correction to the meeting notes: the spelling of Jessica Kopp's last name.

JacQui agreed to post the approved meeting notes on the community page of Hamline University's website. ***Link to HUNAC's webpage on the University's website:***
<http://www.hamline.edu/neighbors/neighborhood-advisory-council/>

HUNAC Member and Community Updates

- Samantha Henningson reported that internal discussions are under way regarding starting to plan for upgrades to Hancock Recreation center, which is called for in the City's Parks Systems Plan.
- Community members and the St. Paul School District are having continued discussions about the future of Galtier Magnet School.
- An assault on a community member was discussed. Hamline University shared that it is working with local police on recent incidents in a neighborhood area park.
- Samantha updated the group on the recent Certified Local Government grant award of \$26,000 for historic surveys to begin this summer/fall in the Hamline Midway neighborhood. The City is still waiting to hear on the \$10,000 grant request from the Legacy funds.

HUNAC Business and Charter

1. Advisory Group Decision-Making Method

The facilitator introduced a consensus seeking decision-making method that allows for all voices to be heard prior to making a decision or recommendation. Once an item is ready to move to decision-making, each member of the group is asked to indicate their level of support for the matter under consideration by raising their hand/showing fingers as follows:

All 5 Fingers = *Enthusiastic Support* of the idea/recommendation and will publically support the group's decision.

4 Fingers = *Like the Idea*/recommendation and will publically support the group's decision.

3 Fingers = *OK with and can, "Live With"* the idea/recommendation. Will publically support the group's decision.

2 Fingers = *Not Sure* about the idea/recommendation. Before they can support the idea – as a member or publicly support – they need more discussion. Member is responsible for then raising their concern, sharing their perspective, asking for more time or data, etc. At this time, they are uncertain they can publically support the idea.

1 Finger = *Don't Like* the idea/recommendation. Member is responsible for then raising their concerns, asking more questions, asking for or sharing additional data, sharing their perspective, etc. At this time, they cannot publically support the group's idea.

- If all members support with **3-5's** the matter passes.
- If any members present a **2 or a 1**, discussion must be reopened and member speaks to his/her concerns.
 - Following member discussion/ full Council dialogue regarding 1 or 2's concerns, another show of hands may be taken. Co-chairs take care to ensure all comments have been heard and addressed prior to calling for the second show of hands.
 - If full consensus is not possible - members remain with 1-2's - the group may elect to go with a "75% Super Majority Decision," as needed to make an Advisory Council decision/recommendation.
 - If 75% majority cannot be reached, the matter fails. Topic may be revisited/re-addressed at a future meeting.
 - Dissenting opinions are documented in the meeting notes.

ACTION/DECISION: Members agreed to use the above consensus decision-making method when HUNAC decisions or recommendation are required.

FACILITATOR'S SUGGESTED ACTION: HUNAC needs to agree upon a quorum size for making decisions/recommendations. Twelve total voting members. **Seven or Eight members for quorum?**

2. Selection of HUNAC's Co-Chair

ACTION/DECISION: Robin Hemenway agreed to serve as HUNAC's Co-chair.

The community member Co-chair serves a one-year term/is elected annually by the members of HUNAC.

ACTION/DECISION: The facilitator, the Co-Chairs and JacQui Getty will meet on Tuesday evening, June 14th to transition the HUNAC facilitator and note taking role.

3. HUNAC Note Taker

ACTION/DECISION: As outlined in HUNAC's Charter, Hamline University agreed to provide HUNAC staff, logistics and note taking. JacQui Getty agreed to take notes at upcoming HUNAC Meetings. Members agreed to support JacQui, and to share or rotate the role with her, as necessary.

4. Upcoming and Regular Meeting Dates

ACTION/DECISION: Members agreed to continue meeting the 3rd Monday of each month, September – May, from 6:30-8:30pm. Meetings will be held at the Hamline Library, whenever available. Other locations may include the Church or the University.

ACTION/DECISION: A HUNAC workgroup meeting (not a formal HUNAC meeting) will be held on Monday, June 20th from 6:30 – 8:30 at the Library. The purpose of the June historical working group meeting is to plan how to do the resource gathering and to share any interim progress. There was also agreement to put July 18 and August 15 on the calendar at potential meetings, TBD if the committee feels it has enough reason to meet over the summer.

Hamline University's Internal Campus Space Audit and Space Use Plan

Presentation by Tony Grundhauser, Vice President of Advancement, Hamline University.

Tony Grundhauser distributed a map of Hamline University's campus and provided an overview of the results of University's recent space audit and use plan. He discussed changes in the use of several University buildings, especially changes in the use of previous law school building.

To implement the new plan, over the summer months renovations of buildings and spaces will take place.

Members commented they noticed more available street parking with the law school vacancy. Members also commented on the use and appearance of storefronts owned by Hamline University on Snelling Avenue. They asked that the book store consider making its storefront windows more attractive and inviting. Hamline University will also be vacating the storefront north of the bookstore in June, so that space will become available to lease to another user.

ACTION/DECISION: Mark Berkson agreed to speak with the manager of the bookstore and let her know of HUNAC member interests.

Members asked if the University has any plans for working with Snelling Avenue businesses to revitalize Snelling Avenue.

HUNAC's student member advocated for and asked if the University is considering a new 24-hour space on campus for University students.

Some of the new uses at the Law School will include:

- Basement will include a veterans' center and a space for commuting students.
- 2nd floor will house and consolidate the School of Education
- 1st floor will include the Dean of students, Disability Offices and other student services offices.

Members asked when the University's Campus Plan would be updated. Tony responded that the plan is currently on hold. Internal housing needs to be consolidated and the University needs to implement its new space use plan. The Campus Plan will not be looked at again until 2017 or 2018.

Members asked whether they could have access to the two surveys completed in the past two years on 1500 Englewood (Creative Writing House) and 749 Simpson (Alumni House). Tony and JacQui agreed to find out whether the surveys could be shared with the City.

Upcoming Work Group Meeting and Agenda Items

HUNAC Workgroup Meeting/ Not Formal HUNAC Meeting

Monday, June 20, 2016

6:30pm – 8:30pm

Hamline Midway Library

Agenda Items:

- Gather information for the surveys.
- Possible presentation by the City's Historic Preservation staff
- Plan how to do the resource gathering and share any interim progress

Upcoming HUNAC Scheduled Meeting and Proposed Meeting Topic

Tentative meetings in July and August, if the committee determines it has reason to meet.

Next SCHEDULED meeting:

Monday, September 19, 2016

6:30pm – 8:30pm

Hamline Midway Library

Proposed Meeting Topic: City of St. Paul PED staff to review Hamline's current, approved Campus Plan and boundaries. Goal: shared understanding and informational for newer HUNAC members.