



Sumner Association of Neighbors (SAN)

SAN Board Meeting Minutes

Sept 16, 2025 • 4571 NE 86th Ave, PDX / ZOOM

1. Call to Order: 6:02pm by Chair, Tim Batog. **In Attendance:** See attached sign-in sheet.

2. Approval of Agenda: Motion to approve the agenda by Virginia Petersen; seconded by Sue Ellen Behnke. Motion carried.

3. Approval of Draft Aug Board Meeting Minutes: Motion to approve the minutes by Hannah Lewis; seconded by Virginia Petersen. Motion carried.

4. Treasurer's Report: See attachment. Motion to approve by Rowan Steele; seconded by Hannah Lewis. Motion carried.

5. Board Reports:

- Crime & Safety:
 - Hannah drafted a Resources & Safety document for an article and SAN website (see attachment).
 - Candace Avalos's office offered to serve as a liaison between residents who have experienced crime and the Portland Police Bureau (PPB).
 - A potential squatter house was reported in the Sumner Triangle area (86th & Skidmore) to D1EC/PEMO.
 - Hannah continues to introduce herself as Crime & Safety Director to Sumner residents via social media.
 - The PPB Human Trafficking Unit conducted another sting operation, identifying additional underage individuals. PPB asks residents to report any suspected underage prostitution or sex trafficking.
 - PPB issued a statement clarifying how to identify law enforcement officers and confirming that they are legally prohibited from assisting ICE.
- Landuse/Transportation: Tabled due to absence.
- Parks & Open Spaces: Tabled due to absence.
- Publicity: David Wiens aims to release the next newsletter issue by mid-October.
- D1EC Delegates:
 - PPB attended the recent D1EC meeting.
 - D1EC neighborhoods are transitioning to NW Priority Credit Union.
 - Patrick Mounts was appointed as the second D1EC delegate (2025–2027).
 - Motion to approve by Virginia Petersen; seconded by Grant Westrum. Motion carried.
 - Parkrose Heights NA reported an email phishing attempt targeting their treasurer; reminder to stay vigilant.

- D1EC announced upcoming events/trainings, including a general networking event and a bylaws training. Patrick will post details on Discord.
- Discussion held regarding the closure of the Gateway Fred Meyer location.

6. Committee Reports:

- Bylaws:
 - Met on September 4; next meeting scheduled for September 22.
 - Committee is halfway through the review process.
 - Revised bylaws will be presented to the board and public at a general meeting. A 30-day review period is required before a vote for adoption.
 - Goal: Draft bylaws completed by autumn; final approval by January 2026.
 - The committee is following a standard bylaws template.
- Meet Space:
 - No progress yet in reaching the Bingo Hall for rental inquiries. Hannah will follow up with a neighbor who works there.
 - New potential meeting location: Roseway Recovery Café (inside Calvary Presbyterian Church, 3516 NE 71st Ave, Portland, OR 97213). The space is ADA accessible.
 - The third Tuesday is unavailable; meetings could shift to the third Thursday each month.
 - Rental rate: \$75 per use.
 - Motion to approve rental for the October meeting by Hannah Lewis; seconded by Patrick Mounts. Motion carried.
 - October meeting and community event scheduled for October 16, 2025, 6:30–8:00 p.m.
 - Format: 30-minute board meeting followed by a “Come Meet Your New Board” community event.
 - Motion to approve by Dylan Evanston; seconded by Hannah Lewis. Motion carried.
- Events:
 - See attached event details.
 - Motion to use Metro Regional Refresh Fund for the Dumpster Day event by Nic Luland; seconded by Rowan Steele. Motion carried.
 - Motion to approve \$750 budget from small grants for the Pumpkin Decorating Event (Oct 25) by Nic Luland; seconded by Dylan Evanston. Motion carried.
 - Motion to approve \$350 budget from small grants for the Parkrose Trunk or Treat (Oct 18) by Hannah Lewis; seconded by Dylan Evanston. Motion carried.
- IT:
 - All members are now using Discord, except for Virginia; IT committee to assist her in setup.
 - D1EC currently uses Google Workspace, though the administrator is unknown.
 - Shared email and cloud storage with D1EC is unlikely in the near future; SAN will continue using current emails or create role-based accounts as needed.
 - David Wiens gained access to the SAN website host from Rhonda.
- Business Outreach:
 - No new meeting held.
 - Junk-It and Howliday Inn supported SAN at the Dumpster Day event.

8. Policies, Processes & Procedures Discussion:

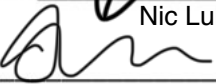
- Committees should select a point person for communication.
- Each event should have a designated project manager.
- Rowan Steele created a draft Community Agreement (shared on Discord). See attachment.
- Meeting guidelines include:
 - Raise hands to be called on.
 - Take time to pause and reflect.
- Ensure all members are active on Discord and familiar with its use.
- Upcoming Logo Contest planned for winter, including brand color selection.

9. Public Comment:

- Jeanne wants to add an art event to SAN social media.
- Virginia brought up a garage burglar in Sumner.

Adjournment: Motion to adjourn by Hannah Lewis; seconded by Dylan Evanston. Meeting adjourned at 7:44pm.

Secretary Signature/Date:  10-16-25
Nic Luland

Chair Signature/Date:  10-16-25
Tim Batog



Sumner Association of Neighbors - Board Meeting Sign-In Sheet

Date: 9-16-25 Location: 4571 NE 86th Ave, PDX /Zoom

Board Members

Position	Name	Present	Excused
Chair	Tim Batog	✓	
Vice Chair	Meg Cotner	✓	
Secretary	Nic Luland	✓	
Treasurer	Sue Ellen Behnke	✓	
Crime & Safety	Hannah Lewis	✓	
Parks & Open Spaces	Will Pyper		✓
Publicity	David Wiens	✓	
Land Use & Transportation	Levi Cady		✓
CNN/D1E Delegate	Virginia Petersen	✓	
Member at Large	Dylan Evanston	✓	
Member at Large	Racheal Gaffney	✓	
Member at Large	Dave Owen	✓	
Member at Large	Julie Rosequist	✓	
Member at Large	Grant Westrum	✓	
Member at Large	Rowan Steele	✓	
Member at Large	Dennell Graham	✓	
Member at Large	Patrick Mounts	✓	

Community Members & Guest Speakers

<u>Julie Baasch</u>	<u>Councilor Smith Staff - Wyatt Youngbar</u>
<u>Jeanne Buschart</u>	<u></u>
<u>Scott Romans</u>	<u></u>
<u>Mara Stine</u>	<u></u>
<u>Rosie</u>	<u></u>
<u></u>	<u></u>
<u></u>	<u></u>

Treasurer's Report: July - August 2025

Sue Ellen Behnke

Tue, Sep 16 at 12:09 PM

July 2025

Beginning Balance	\$4,960.66
Accounts Payable (A/C)	
Hannah - Space/Food	167.94
Total A/P	167.94
Accounts Receivable (A/R)	
Total A/R	
Ending Balance	4,522.72

August 2025

Beginning Balance	\$4,522.72
Accounts Payable (A/P)	
Total A/P	\$
Accounts Receivable (A/R)	
Total A/R	
Ending Balance	\$4,522.72

Income Sources

1. Communication Fund, aka General Fund

Funding decisions are made by the SAN board. It receives \$1,300/yr with any remaining balance carrying over to the next fiscal year, July 1st to June 30th. The City's funding decision and the money generally comes to SAN, via Dist. 1, in September but not this year as it has not yet made a decision. The General Fund also receives monetary donations indirectly through Dist. 1. (Example, the \$1,500 donated for street sign caps.) Each year the General Fund pays registration fees to the DOJ (\$20) and the AG.S Office (\$50) for EIN-tax purposes - so people and other entities can donate to SAN (via Dist. 1) and deduct it from their taxes. Currently, there is a pending check to DOJ for \$20 that they hadn't cashed prior to Aug. 31st. District 1 pays all taxes and insurance related to SAN. The current SAN banking institution is Pacific Federal Credit Union but plans are underway to transfer to OnPoint Federal Credit Union.

Current Balance: \$4,522.72

2. Funding Source, aka Small Grant Fund

Each year, usually in September, Portland City Council offers a grant up to \$4,000 for community projects that directly engages the community and increases the number and diversity of those participating. (Examples include: Parade & ice cream social, annual BBQ, street mural, block picnic, get out the vote efforts, newsletter, and other

social events decided on by the members.) This grant is on a use it or lose it status.

Current Balance: Estimated to be \$2,837.02

3. Regional Refresh Fund, aka Clean Up Fund

This fund comes from Metro but is held at Dist. 1. The maximum amount per grant is \$5,000, HOWEVER, applicants can apply up to four (4) times a year for a total of \$20,000/yr. These funds are to be dedicated to community-led clean-up projects outside or public accessible properties. (Examples: Dumpster Day, graffiti removal, recycling programs, Adopt-A-Block, etc.) ~~Any remaining balance can be rolled over into the General Fund.~~

Funds are carried over.

Current Balance: Estimated to be: \$1,554.50

4. Resiliency Fund

This fund comes from Dist. 1, up to \$500-\$700. Apply in June and the Chair will receive an email response from Ronda in September or after decisions have been made. Any excess can be rolled over to the General Fund at the end of the fiscal year. (Last year \$25 gift cards were given to graduating students at Helensview. However, besides donations, it can be used in other ways: Fund child care at meetings, buy snacks for meetings, buy street trees for residents, Friends of Trees, purchase another owl for hybrid meetings, donate to a food bank, cleaning products, etc.)

Current Balance: \$0.00 (Waiting for budgeting decisions to be finalized.)

A Resident's Guide to Crime and Safety

This guide provides practical advice and resources to help you protect your home and enhance the safety of your neighborhood. By taking a proactive approach, you can significantly reduce the risk of becoming a victim of crime.

Community First

Building strong relationships with your neighbors is one of the most effective crime deterrents. When you know the people on your street, you create a natural neighborhood watch. Exchange contact information and agree to look out for each other's homes. A simple wave or chat goes a long way in making your community safer.

You can also get involved in local initiatives like the Public Safety Action Committee (PSAC). This committee meets on the third Thursday of every month and invites the community to connect with the local precinct commander for a discussion about public safety. Joining these meetings, either remotely or in person, is a great way to stay informed and engaged.

Home Security and Prevention

The concept of "Crime Prevention Through Environmental Design" is all about making your home a less appealing target for criminals. By making some simple changes, you can send a clear message that your property is well-protected.

Deterrent Strategies

Security Systems and Cameras: Installing a security system or cameras is a highly effective way to monitor your property and deter criminals. With affordable options available, home security is more accessible than ever.

Effective Lighting: An illuminated home is a less appealing target. Leave your porch lights on, set outdoor lighting on a schedule, or install motion-activated floodlights. This eliminates dark hiding spots and makes your home more visible.

Smart Landscaping: Keep trees and shrubs trimmed to eliminate potential hiding spots. While a high fence can offer privacy, a lower one can actually improve visibility and make your home a less appealing target.

Visible Deterrents: Make it clear that your home is not an easy target. Install security system signs and place your cameras where they can be easily seen from the street.

Securing Your Property

Reinforce Access Points: Strengthen your home's defenses by installing deadbolt locks on all exterior doors. For sliding glass doors, use a channel lock or a simple wooden dowel in the track. You can also add window alarms for extra protection.

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Don't Leave Windows Ajar: Be sure to close and lock all windows when you're not home, even those on upper floors, as they can be accessed with a ladder.

Protect Valuables: Keep valuable items out of sight of windows. Store tools and ladders in a locked shed or garage to prevent a burglar from using your own equipment to break in. Consider installing gate locks and water spigot locks.

Creating the Illusion of Occupancy

Additional Technology: Use timers on your interior and exterior lights, as well as on radios and TVs. The changing light and sound patterns can make it seem like someone is home, protecting your property while you're away.

When You Travel: Prevent your home from looking vacant while you're away by stopping your mail and newspaper delivery, or by asking a trusted neighbor to pick them up for you. This eliminates a key sign that a home is unoccupied.

Online Safety

Your social media activity can be a valuable tool for criminals if you're not careful. Be mindful of what you post to keep your home safe.

Be Cautious Online: Avoid posting about new purchases or upcoming vacations.

Check Your Privacy Settings: Make sure your privacy settings are secure so only your trusted friends can view your posts. This makes it much harder for a burglar to use your profile to case your home.

Staying aware of your digital footprint is just as important as securing your physical property.

Resources:

If you do not wish to engage with law enforcement but have been the victim of a crime there is support through the Lutheran Community Services Northwest. (All contact is confidential, no religious affiliation.) 971-888-7830 <https://lcsnw.org/program/crime-victim-service-center/>

If you are an immigrant that has experienced a crime there is support through the Portland Immigrant Rights Coalition or if you are a community member that has witnessed ICE detain someone 888-622-1510 <https://pircoregon.org/>

- **911** for emergencies
- **911** to request **Portland Street Response** for Mental or Behavioral Health Crises
- **503-823-3333** for non-emergency situations
- **311** for questions about City of Portland or Multnomah County programs or services or to report a non-emergency issue within Multnomah County
- **Report a crime online:** <https://www.portland.gov/police/cor>
- **Report graffiti:** <https://www.portland.gov/bps/graffiti/report-graffiti>
- **Sign up for PSAC meeting invites and news:**
<https://landing.mailerlite.com/webforms/landing/v4i3t6>

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- **Request outreach at a campsite (not related to removal):**

<https://www.portland.gov/sscc/homelessoutreach>

Information:

- **Chief Day statement:**

<https://www.portland.gov/police/news/2025/1/28/ppb-chief-addresses-immigration-enforcement-community-letter> **spanish** -

<https://www.portland.gov/police/documents/letter-bob-day-spanish-version/download>

- **Sanctuary City statement:** <https://www.portland.gov/federal/sanctuary-city>

- **FAQ on Immigration Enforcement:**

<https://www.portland.gov/police/documents/immigration-faq/download> **spanish** -

<https://www.portland.gov/police/documents/immigration-faq-spanish-version/download>

- **NEW Release as of 9/12/25:**

<https://www.portland.gov/police/news/2025/1/28/ppb-releases-videos-addressing-communities-immigration-concerns> (Spanish translation available)

Contact us: san.crimeandsafety@gmail.com

Events Committee

Meeting Minutes for 9/16

Dumpster Day Review

- 106 car loads
- 5 Dumpsters filled
- \$2,125 raised!

Big thanks to our sponsors

D1EC -Ronda

Metro- Refresh Funds

Junk-It

Trash for Peace

Various other Donations from our local communities

As well as THANKS to all Volunteers who took the time to help make this event possible with various rolls including business outreach, flier hand outs, and day of support during the event.

2. Current Costs overview

- Approx total \$4,095.50

3. This Money can all come from Metro funds(5000) or in part and be divided between Metro and Small Grants(2837.02). We need to decide where we want it to come from and I will let Ronda know.

- Approx remaining metro Grant Money. \$904.50

Pumpkin Carving

Budget- \$750 Approximately 50pls(To Send out poll for feedback to gauge)

Need Board Approval of Funds and From where its coming From(can be used from Small Grant Funds Since we didn't use any for our National Night Out)

Trunk or Treat

10-18 Parkrose middle school

1. Funding

- a. Grant W. volunteered to donate Candy for this event.\$200 Min.
- b. Ask the board for funding? Through Small Grant Money?

2. Decorating

- a. Nic volunteered to decorate the trunk
- b. Rachael wants to help
- c. Whose Vehicle?
- d. Any Others?

SAN Community Agreements Agenda Item

9/16/2025 Board Meeting

Community agreements are collaboratively created, shared sets of guidelines or norms designed to foster a safe, respectful, and inclusive environment for a group to work together effectively. These agreements establish expectations for communication and interaction. They are commitments that we make to one another and our community.

Here are examples of agreements the SAN Board could consider adopting:

Meetings and Communications

- **Respectful dialogue.** All participants agree to listen with the intent to understand, not just to reply. When disagreements arise, comments should focus on critiquing ideas rather than attacking individuals.
- **Active listening and turn-taking.** Participants agree that only one person should speak at a time to ensure everyone can be heard. Use of phones and other distracting devices is limited to promote active listening.
- **"Take space, make space."** Outspoken individuals should be mindful of their speaking time and quieter members are encouraged to voice their perspectives.
- **"I" statements.** Speak from our own experiences using "I" statements rather than generalizing for the entire community.
- **Stay on topic.** Board Members agree to stick to the agenda. The chair or a facilitator can tactfully end discussions that become unproductive, repetitive, or run over.
- **Confidentiality.** For sensitive items, participants agree not to share personal information about other community members.
- **Decision Making.** Key decisions should be made during Board Meetings through the appropriate process.
- **Timeliness of Deliverables.** Board and committee members will share materials (updates, documents, etc.) with enough time for members to review before meetings.

- **Come Prepared.** Board members will come to Board and committee meetings having reviewed relevant materials and prepared to engage.

Board as Community Leaders

- **Act in the best interest of the community.** Board members pledge to serve the association's collective interests rather than their personal ones.
- **Act without bias.** Board members agree to perform their duties fairly and impartially, without bias toward any individual or group in the neighborhood.
- **Ensure transparency.** The Board commits to openly sharing information about SAN's operations, decisions, and finances with all residents.
- **Disclose conflicts of interest.** Board members must disclose any personal or professional relationships with individuals or companies that have or are seeking a business relationship with SAN.

Community Engagement and Inclusion

- **Welcome diversity.** We commit to ensuring that all residents—including homeowners, renters, and local business owners—are welcomed and have the opportunity to participate.
- **Communicate effectively.** SAN will provide clear and consistent communication through a variety of channels to inform residents about meetings, decisions, and events.
- **Address community concerns.** The Board agrees to identify and address the challenges and concerns of the community by creating committees or other processes to find solutions.

SUMNER ASSOCIATION OF NEIGHBORS



BOARD MEETING AGENDA

Tuesday, September 16, 2025

6:00-7:30 pm



Hybrid meeting held both in person and via ZOOM

Zoom link: <https://us06web.zoom.us/j/89754999455>

**needs to be voted on*

1. 6:00 pm Welcome, Call to Order, Introductions
2. 6:03 pm **Approval of Agenda*
3. 6:05 pm **Approval of DRAFT August Board Meeting Minutes*
4. 6:07 pm **Treasurer's Report*
5. 6:15 pm Reports - Crime & Safety, Land Use/Transportation, Parks & Open Spaces, Publicity, CNN/D1
6. 6:25 pm Committee reports: Bylaws, Meeting Space, Events, IT, Business Outreach
7. 6:35 pm New meeting location
8. 6:40 pm Policies, processes, and procedures discussion
9. 7:25 pm Public comment or questions
10. 7:30 pm Adjourn Meeting

Next Board Meeting: TBD