

**Minutes of the Regular Meeting of the Board of Directors of
Poetic Justice Foundation
JUNE 2021**

***Meeting took place over Zoom due to COVID 19 Crisis**

Meeting Held: Friday, October 8, 2021

Board Members Present: Kellie Shaw, David Ferguson, Joe Bryan and Matt Mount, Huborth (Skip) Dailey and Carrie Fuentes

Board Members Absent: Margaret Carter

Faculty Present: Sandy Bacharach

Call to Order: The meeting was called to order at 6:45

Due to summer unavailabilities, there were no meetings of this board in July , August or September of 2021

Approval of June Minutes:

- Kellie Shaw moved to enter June minutes into the public record. Joe seconded. The motion unanimously passed and the June minutes will be moved into the public record.

Tenants Update (David Ferguson)

- We have officially rented out the second rental space to Shalimar Williams of Holy Beanz Coffee
- Both spaces are now rented and generating income
- Portland Prosper has awarded a grant to Shalimar to assist with the opening of this business and the Portland Observer has recently featured Holy Beanz in a story. This is good publicity for us
- DB Desserts will be opening this weekend!

Construction Updates (Kellie Shaw):

- Construction upstairs was delayed by the backordering of our doors.
- Painting and the installation of lights will follow

Comcast (Sandy Bacharach and Skip Dailey):

- Skip and Sandy met Comcast at the building on Tuesday, Oct. 5.
- They decided where to instal security cameras (indoors and outdoors). THis security feed will be stored in the cloud for up to 30 days.
- This is a security measure for our tenants and members of our organization
- This will cost us approximately \$400 monthly
- The installation of the cameras will be completed this Tuesday, October 12

Programing (Carrie Fuentes)

- Resolutions Northwest trainers are at their capacity and will be unable to lead training at this time.
- Stephen Fowler is a Restorative Justice co-director at Resolutions Northwest. He has been working with middle school students and may be a helpful contact as we develop this program
- We could reach out to RJ trainers through the BIPOC Restorative Justice Network and Mediators of color
- We could also reach out to NAYA Many Nations Academy and Black Student Unions
- It would also be helpful to reach out to younger students, Junior High and Middle Schoolers and older elementary aged students
- Other potential trainers include Spirited Justice (Amber), who has been working with Nyanga Uuka; Sidney Morgan; Natalia Mathews and Donnell Adair

- Students who belong to the Black Student Union at PSU may also be interested in collaborating, in a volunteer or paid capacity. When we are ready David can reach out to contacts he has at PSU
- Set a goal of launch around the beginning of 2022

Announcements (Kellie Shaw)

- Margaret Carter will be stepping down as a board member at large. She will stay available to us in an advisory capacity.
- Kellie Shaw is stepping down as board president to make space for her demanding job at the Portland Housing Authority and her family
- Kellie Shaw nominated David Ferguson to move from his position Carrie Fuentes seconded. The motion passed unanimously. David is stepping into the position as board president of Poetic Justice Foundation.
- Kellie will stay on in an advisory capacity for the next six months to help with the transition.
- THANK YOU KELLIE!!!! WE LOVE YOU!!!
- We have decided to move from monthly meetings to quarterly meetings, at least until after the new year
- David Ferguson and Matt Mount will meet ASAP to plan an opening of the building early in 2022

Executive Committee (Kellie Shaw, David Ferguson, Joe Bryan)

- We received an invoice for Trillium Charter School- Access renewal for the month of October- \$1,668.54
- This seems astronomically high!
- Joe Bryan will contact Sandy tomorrow morning (October 9th) to ask her to reach out to Access, to determine if this is a monthly or an annual renewal cost

- Now that we have a building of our own, it may be more practical and economical to store Trillium records in a locked cabinet within PJF offices
- If we chose to do this Joe will organize the files by year
- We received an email from PERS. Reference # 701514- Possible Leave Without Pay (LWOP). PERS is missing records of wages for former Trillium Employee, Jennifer Herbst, from December 2005-August 2006
- Joe will contact Access Monday morning to look through Trillium records for evidence of Jennifer Herbst's employment.
- We received a suspicious email from Spiretech for Trillium's web domain renewal:

"Hello,

This is a reminder: We've noticed that your domain (trilliumcharterschool.net) is about to expire on 10/15/2021.

If you would like to renew this domain or have any questions concerning this, please contact our Billing at 503-222-3086."

- Joe forwarded this email to David, who will follow up.

Meeting Adjournment: Meeting was adjourned at 7:35

*** Next board meeting will take place in January**