



Community Participation Program  
**Neighborhood Organization**  
2015 Annual Report

## Neighborhood Organization Information - *please confirm*

### NEIGHBORHOOD ORGANIZATION

Windom South

### ORGANIZATIONAL INFORMATION

Neighborhood Organization

Contact:

Patricia Soulak

Organization Address:

5843 Wentworth Ave. south

Organization Address 2:

Organization ZIP:

55419

Organization Email Address:

windomcommunity@gmail.com

Organization Phone Number:

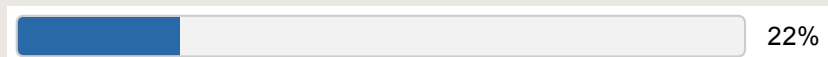
856-4WINDOM (494-6366)

### DATE OF BOARD APPROVAL

Once your board has reviewed this draft annual report, please provide the date of the meeting at which the board approved submission of this report to NCR. **Note:** Meeting minutes may be requested by NCR.

Date / Time

MM	DD	YYYY
04	28	2016





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**Stakeholder Involvement - *basic outreach & engagement***

**WHICH OF THE FOLLOWING OUTREACH ACTIVITIES DID YOUR ORGANIZATION USE IN 2015?**

**MEETINGS** (please check all that apply)

- Held regular committee meetings or discussion groups that are open to all stakeholders.
- Held at least one general membership or community meeting (in addition to the annual meeting) to gather input from residents and other stakeholders for a neighborhood specific initiative.
- Hosted at least one general membership or committee meeting in response to a City request for input - such as a development proposal, transit planning or public works project.
- Conducted one or more focus groups.

*What more would you like to tell NCR or the community about your meetings?*

*What are you doing that is new or particularly successful to involve residents and others?*

Windom Reads is a free neighborhood event that promotes reading and literacy with guest authors reading from their books. We also had the National Federation of the Blind who demonstrated Braille reading. In 2015, 350 people attended.

We had a survey about neighborhood bike racks and asked for input and what they would like to see in Windom.

There was also survey asking neighbor what they liked about Windom.

We have active Communication, By Laws, Events, Garden, Finance and Welcome Wagon committees.

**DOOR-TO-DOOR** (please check all that apply)

Door-Knocking or Dropping Flyers Door-to-Door

- At least once with goal of reaching a portion of neighborhood.
- At least once with goal of reaching most or all of neighborhood.
- For more than one issue/outreach effort.
- On a routine basis.

Door-Knocking/Flyering

- Was carried out primarily by staff
- Was carried out primarily by volunteers

Door-Knocking/Flyering

- Was carried out primarily to increase membership and participation
- Was carried out primarily to gather input on a specific city or neighborhood issue
- Was carried out primarily to inform stakeholders of a city or neighborhood issue

Approximately how many households did your organization reach through door-knocking in 2015?

*What more would you like to tell NCR or the community about your door-to-door outreach?  
What are you doing that is new or particularly successful to involve residents and others?*

**EVENTS** (please check all that apply)

- Staffed a booth or table at neighborhood event or other community event that included sign-up sheets, surveys or information about your organization.

- Organized one or more issue specific event (such as a safety forum, housing fair, Open Streets, Creative Citymaking, etc).
- Organized smaller events for specific outreach to target audiences (e.g., sidewalk tabling to reach renters, lemonade stands, tabling at Farmer's Market, etc.)

*What more would you like to tell NCR or the community about your events?*

*What are you doing that is new or particularly successful to involve residents and others?*

Ice Cream Social held in July 2015, partnered with Windom Park South to promote neighborhood awareness. We had booths for Center for Energy and Environment to notify neighbors of CEE Loans available, and sign up sheets for participation in our events, committees.

Windom Reads in January is a free event that helps promote reading and literacy. TOTS ROCK is an event to promote dancing, movement in children with 200 people attending. Local business help sponsor and partner with the annual event in March.

Taste of Windom had 2 dining events to promote the organization and outreach to neighbors by dining together and supporting 2 local restaurants.

The Autumn Harvest Dance promotes socialization and physical activity of neighbors through dance education and music.

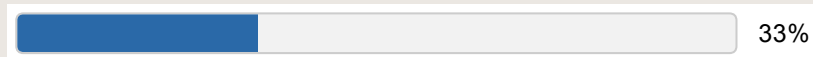
**OTHER** (please check all that apply)

- Conducted at least one community-wide survey (such as a random sample or all-household survey).
- Conducted another form of survey (e.g., intercept survey).
- Developed partnerships with cultural, religious, professional or business associations to expand outreach into under-represented populations.
- Distributed a quarterly or semi-annual newsletter to all households.
- Other activities (please describe here):

The neighborhood organizer attempted to enact outreach for renters, but there was not enough publicity put into this. We will attempt to do this in 2016. The organizer also attempted to do outreach with a Community Engagement Series in the summer of 2015 with topics of Neighborhoods 101, Loans and Grants, Ward 11 Resources and Volunteer Opportunities, but there was not enough promotion to create interest.

The Windom Newsletter is published quarterly.

Two board members attended a Solar Energy Forum on Solar Gardens at Mayflower Church in April 2015.



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## Stakeholder Involvement - *under-represented groups*

### HOW DID YOUR ORGANIZATION REACH OUT TO UNDER-REPRESENTED GROUPS IN YOUR NEIGHBORHOOD? (please check all that apply)

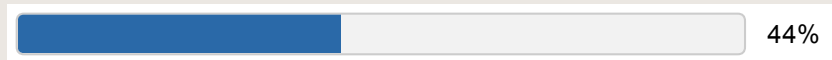
- Worked on an issue of particular interest to an under-represented group within the neighborhood.
- Provided notices of annual and special meetings in multiple languages.
- Provided newsletter articles or web pages in multiple languages.
- Targeted outreach in apartment buildings or blocks to reach renters.
- Targeted tabling at other events or locations (such as farmers markets, cultural events, etc.).
- Held focus groups or open meeting formats for under-represented communities.
- Met with other agencies in the community that work closely with under-represented constituencies in the neighborhood.
- Included an Americans with Disabilities Act statement on meeting and event notices.
- Reviewed participation activities, and identified new leaders and volunteers for volunteer, committee and board participation.
- Held one-time/pop up events in areas of the neighborhood that don't often have neighborhood meetings
- Other activities (please describe here):

The Windom Reads event had several Spanish speakers to announce authors at the event. Books in Spanish were also promoted. The event also promoted Braille reading demonstration and books in Braille. Newsletter announced the event in the newsletter to encourage all residents to attend. The event was free to promote the event to low income families. We also had a free book exchange and families did not have to bring a book to receive books.

*What more would you like to tell NCR or the community about your outreach to under-represented groups?*

*What are you doing that is new or particularly successful to involve residents and others?*

The Windom Reads event's free book exchange encouraged low income families to attend and be able to get books without having to bring one . Many families donated numerous books to provide for this.



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**Stakeholder Involvement - *information & communication***

**HOW DID YOU INFORM THE COMMUNITY OF DISCUSSIONS, DECISIONS AND THE STATUS OF THE ORGANIZATION?**

**BOARD MEETINGS** (please check all that apply)

- Board meeting minutes and financial reports and summaries are provided on the organization's website and kept current.
- Meeting agendas and minutes are easily available and posted on the organization's website before and after each meeting.
- Meeting notices and agendas are distributed to members prior to each meeting with ample notice.
- Time is allowed at board meetings for stakeholders to ask questions or raise issues.

How many new board members were elected/appointed to your board this year?

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*What more would you like to tell NCR or the community about your board meetings?*

*What are you doing that is new or particularly successful to involve residents and others?*



We encourage new business' to attend our meetings and introduce themselves to the neighborhood. We encourage them to be involved in the community. Mpls. Councilmember Quincy reports to the board at least quarterly.

Neighbors have concerns about safety and crime voiced concerns about 2 local motels with high crime attended a meeting and were given extra time for presentations by police and licensing. This involved enforcing the owners to comply with regulations. The issues have improved.

Another meeting focused on Mt. Olivet Care Centers development plans for expansion to voice immediate residents concerns of noise, traffic and building height issues. The meeting agenda allows guests, neighbor concerns be presented first and then the regular business meeting is held. We start and end on time and the meetings allow a chance for everyone gets a chance to speak.

**COMMITTEE MEETINGS AND GENERAL MEMBERSHIP MEETINGS** (please check all that apply)

- Meeting agendas and minutes are easily available and posted on the organization's website before and after each meeting.
- Affected residents and other stakeholders are contacted prior to an issue being discussed at a committee meeting.
- Meeting notices and agendas are distributed to members prior to each meeting with ample notice.

Other (please specify)

Communications, Website, ByLaws , Garden, Events Commi

*What more would you like to tell NCR or the community about your regular meetings?*

*What are you doing that is new or particularly successful to involve residents and others?*

We try to get relevant speakers present important issues in the community or promote neighborhood businesses openings. We promote the meetings in the neighborhood newsletter with a recap of what happened in the previous quarter and what is going to happen in the upcoming quarter, so residents are informed.

We have increased our presence on social media with renewed effort to post neighborhood meetings in a timely manner.

We send out postcards for the Annual meeting in May and special events such as the Ice Cream Social in July and a Movie in the Park in June that we co-Sponsor with Windom Park South.

## SPECIFIC ISSUES

- Affected and interested stakeholders are notified and involved in your organization's decision-making process.

## ORGANIZATIONAL INFORMATION (please check all that apply)

- An annual report is available to all residents on the organization's website.
- The organization's bylaws, grievance procedures, meeting schedules and contact information are easily available on the organization's website and through other means.

## OTHER (please check all that apply)

- Our community events and meetings are regularly advertised in community newspapers.
- We use social media (such as e-democracy or Facebook) to share information.
- We share city news and information on our organization's website or through email, social media or other means.

*What more would you like to tell NCR or the community about participation in your organization?  
What are you doing that is new or particularly successful to involve residents and others?*

We have had the Annual Meetings at the Museum of Russian Art in May for the past several years with a social hour before the meeting. It is an elegant atmosphere and many neighbors attend. We also had speakers from Homeline (renter advocacy), Radon testing info, local dignitaries, city officials, NCR. We also hold our Annual Elections at this meeting.



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## 2015 Highlights

### **PLEASE DESCRIBE ONE OR TWO MAJOR HIGHLIGHTS**

- What was the issue or opportunity the neighborhood was facing?
- Who was impacted?
- What steps did you take to address the issue or opportunity?
- What was the outcome?

#### **MAJOR HIGHLIGHT #1**

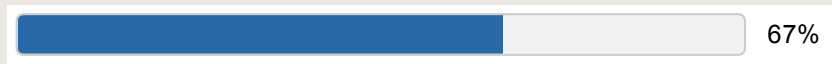
Board Retreat in September 2015 was held to focus on how to keep the board together, work together in harmony after the removal of the Neighborhood Organizer. We focused on Committees (what committees are pertinent, Committee goals, action plans and budgets for committees). We had the event at Wood Lake Nature Center in a quiet, serene area. We provided box lunches and had a professional present to provide structure and education to the learning.

## MAJOR HIGHLIGHT #2

Windom Board Training in October 2015 helped educate board directors on the importance of the Neighborhood organizations and boards to help improve individual neighborhoods. This helped focus on working together as a board with focus on board responsibility, governance, policies procedures, internal controls, financial accounting and fiduciary roles.

### *We'd love to share your highlights with others.*

If possible, send digital photos, videos, illustrations or a link to any of these to [ncr@minneapolismn.gov](mailto:ncr@minneapolismn.gov) with the Subject Line: **2015 CPP Annual Report Images**. If you have a large digital file, please make arrangements to mail or deliver a copy directly to your NCR Neighborhood Specialist.



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