

**MARKHAM NEIGHBORHOOD ASSOCIATION
ACTION PLAN FOR 2014-15**

Goals:

- Re-establish Markham Neighborhood Association (MKNA)
- Increase awareness of the Markham Neighborhood Association
- Increase Neighborhood Emergency Team (NET) membership within the Markham Neighborhood

Objectives:

- By September 2015, fill officer positions on the Board of Directors and identify a delegate for each of 5 SWNI committees.
- By September 2015, be in compliance with SWNI or ONI requirements for neighborhood associations.
- By September 2015, increase attendance and participation at the MKNA meetings.
- By September 2015, increase membership and participation in the Markham NET

Year One: October 01, 2014 – September 30, 2015					
By September 2015, fill officer positions on the Board of Directors and identify a delegate for each of 5 SWNI committees.					
		Quarterly Progress			
Activities	Lead	10/14-12/14	01/15-03/15	04/15-06/15	07/15-09/15
Accept midterm nomination for President and Vice President	Donna & Kim	X			
Increase awareness of MKNA – see next objective – to increase participation and identify potential board members	Donna	ongoing			
Identified potential candidates to fill 2 board and 5 committee positions	Donna & Kim		X	X	X
Fill two remaining board positions	Donna				X
Fill all committee positions	Donna			X	
Assume interim secretarial role (except minutes done by Jeff Monaghan)	?		X		
Establish a treasury account through SWNI	Scott or Donna?			X	

Year One: October 01, 2014 – September 30, 2015

By September 2015, be in compliance with SWNI or ONI requirements for neighborhood associations.

Activities	Lead	Quarterly Progress			
		10/14-12/14	01/15-03/15	04/15-06/15	07/15-09/15
Identify person(s) for ad-hoc bylaws committee	Donna		X		
Serve as interim bylaws chair	Donna	X			
Attend ONI bylaws training	Donna	X			
Draft updated bylaws for membership review	Amanda			X	
Revise bylaws based on membership feedback	Amanda			X	
Submit completed bylaws to ONI for review	Donna			X	
Revise bylaws based on ONI feedback	Amanda				X
Finalize and implement updated bylaws	Donna				X

Year One: October 01, 2014 – September 30, 2015

By September 2015, increase attendance and participation at the MKNA meetings.

Activities	Lead	Quarterly Progress			
		10/14-12/14	01/15-03/15	04/15-06/15	07/15-09/15
Change MKNA meetings to monthly from quarterly	Donna	X			
Changed meeting place to the Jackson Middle School library	Donna	X			
Create and maintain both MKNA neighborhood websites	Donna	X			
Writes and post monthly meeting agenda with attachments to MKNA's two websites and social media a week in advance of the meeting	Donna	Ongoing			
Create monthly newsletter between meetings to keep up	Donna				

awareness of neighborhood business and activities					
Create & maintain MKNA presence in local social media (i.e. Nextdoor.com)	Donna				
Deliver MKNA meeting announcements to 1,047 homes every month – greet and visit with neighbors when possible	Donna & Kim				
Create, print & assembled 50 homemade MKNA monthly meeting signs	Donna	X	X		
Put up (a week in advance) and take down (after the meeting) 50 MKNA meeting signs throughout the neighborhood.	Donna & Kim	Ongoing			
Create a MKNA neighborhood logo photo of the recognizable neighborhood landmark water tower	Donna				X
Order 50 brightly colored, professionally printed, water proof signs to replace homemade monthly meeting signs	Donna				X
Write MKNA's monthly article for the SWNI Newspaper.	Donna	Ongoing			
Establish 1st live & online GoTo Meeting so MKNA meetings are accessible to all neighbors	Donna & Kim				X
Seek help of SWNI to find other ways to print flyers, signage and other meeting materials, pay for the MKNA website domain name and monthly web hosting and so on	Donna			X	
Apply for a Portland Parks & Recreation Concert and Movies in the Park event to be held in conjunction with our Neighborhood Night Out (NNO) annual picnic this year	Donna			X	
Invite two other bordering neighborhoods, West Portland Park & Arnold Creek, to co-host the event & share in the fund raising activities & costs	Donna			X	
Plan and host Movie in the Park on July 29, 2015	Donna or ?			X	X

Year One: October 01, 2014 – September 30, 2015					
By September 2015, , increase membership and participation in the Markham NET					
		Quarterly Progress			
Activities	Lead	10/14-12/14	01/15-03/15	04/15-06/15	07/15-09/15
Incoming President and Vice President attend Portland Bureau of Emergency Management (PBEM) Neighborhood Emergency Team (NET) certification classes and become NET certified	Donna & Kim	X			
Include the Markham NET team into their neighborhood meetings, websites and flyers	Donna	Ongoing			
Invited MKNA's NET in conjunction with the Red Cross to present EPP training & successfully recruit new NET volunteers during the MKNA monthly meetings.	Donna	Ongoing			
Pursue grant funding (with the help of Rich Schisler) to raise funds to help educate people about Emergency Preparedness Program (EPP), the NET program and recruit new NET members.	Donna		X		

Additional Items – Not Included in the Action Plan

Completed Government Projects in MKNA:

- culvert replacement at 35th and Taylors Fry Rd
- Indian Hills sink holes filled
- rain garden at entrance of Quail Park on Huber St
- rain garden at 26th & Barbur Blvd

Government Projects in MKNA in Progress

- traffic control measures at 26th & Taylors, 26th & Stanley, Stanley & Ridge & 30th & Ridge
- new school crossing on 35th in front of Jackson Middle School
- rain garden on 19th between Taylors Ferry Road & Orchid
- improved path and creek crossing between Primrose Street & 24th Avenue with the help of SW Trails