
Page 2: Organization Information

Q1

Neighborhood Organization Information

Main Contact Name	Kate Knuth
Organization Name	Bryn Mawr Neighborhood Association
Organization Address:	2915 S Wayzata Blvd
City	Minneapolis
State	MN
Organization ZIP:	55405
Organization Email Address:	president@bmna.org
Organization Phone Number:	612.234.7819

Q2

WEBSITE AND SOCIAL MEDIA

Website	www.bmna.org
Facebook	https://www.facebook.com/BMNA.mpls/
Twitter	https://twitter.com/BMNA_mpls
Other	https://www.instagram.com/bmna_mpls/

Q3

When and where do you hold your monthly board meetings?

Second Wednesday of the month, 6:30pm, hybrid online and at Bryn Mawr Church, 420 Cedar Lake Rd S

Q4

Date of Board approval

After your board reviews this **03/13/2024** draft annual report, please provide the approval date or the anticipated approval date if not yet approved. Meeting minutes may be requested by NCR.

Page 3: Updated Documents

Q5

Upload your Certificate of Insurance for liability insurance

Gen%20Liab%20-%20Hartford%20policy.pdf (3.3MB)

Q6

Upload your Certificate of Insurance for Directors and Officers Insurance

Cert%20of%20Ins%20-%20Gen%20Liab%202024.pdf (46.5KB)

Q7

Upload an update board list

BMNA%20Board.pdf (1.4MB)

Q8

Upload your overall organizational budget

2024%20Budget.numbers.pdf (74.9KB)

Page 4: Staffing

Q9

Indicate the POSITION TITLE of each PAID EMPLOYEE OR CONTRACT STAFF (excluding professional services such as accounting, legal, etc.)

Position Title #1

Position Title #2

Position Title #3

Position Title #4

Position Title #5

Webmaster

Bugle editor

Event Coordinator

Communications and Development Coordinator

Bookkeeper

Q10

Please indicate below the AVERAGE HOURS PER WEEK of each paid staff (excluding separate professional services such as accounting, legal, etc.)

#1 Hours/Week	7.0
#2 Hours/Week	6.25
#3 Hours/Week	5.0
#4 Hours/Week	5.0
#5 Hours/Week	1.25

Q11

Please share the name of your accountant or bookkeeping service provider.

Michael Wilson

Q12

Respondent skipped this question

IF NEEDED, PROVIDE ADDITIONAL INFO
BELOW: Note if any positions are seasonal, temporary,
etc.

Page 5: Stakeholder Engagement - Outreach & Engagement

Q13

MEETINGS (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 projects**

Q14

None of the above

DOOR-TO-DOOR - with goal of face-to-face engagement
(Check all that apply)

Q15

Approximately HOW MANY HOUSEHOLDS DID YOU REACH through door-knocking last year?

0

Q16

FLYERING - Dropping literature at doors (Check all that apply)

At least once reaching a portion of the neighborhood,

At least once reaching most or all of the neighborhood,

Carried out primarily to inform and increase membership and participation

,

Carried out primarily to gather input or inform on a specific city or neighborhood issue

Q17

Approximately HOW MANY HOUSEHOLDS DID YOU REACH through flyering last year?

1329

Q18

EVENTS (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.)

Q19

COMMUNICATION (Fill in all that apply)

Print newsletter (share frequency and distribution size)

Monthly 1400

Email newsletter (share frequency and subscriber total)

Weekly 1054

Primary social media [facebook, twitter, or other] (share posting frequency and subscriber count)

1400 Facebook, 677 Instagram, 167 Twitter

Q20

OTHER (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

,

Other activities (please describe here)::

Board members deliver welcome packets to each new resident in person. Membership cards are mailed each year to all households. We are always adapting to better reflect the city around us including creating the Active Transportation Committee, which hosted outings to the Farmer's Market, Grocery Store, Walk, Bike and Roll to School, and a holiday lights tour. We partnered with Bryn Mawr Presbyterian Church to host two Red Cross Blood Drives collecting enough blood to save 236 lives and to host a Braver Angels workshop on Bridging the Divide. At our annual social events we collected food donations for the Aliveness Project, toiletries for Simpson Housing, and clothing for children at our neighborhood schools. We partnered with Metro Transit to coordinate tours of the light rail station. Our Racial Justice Committee hosted two film showings and discussions at SRF Consulting Group, The Coop Wars and Stories I Didn't Know. We partnered with the Bryn Mawr PTA to host Open Gym nights at Bryn Mawr Elementary School. We hosted a table at Open Streets Glenwood. We were identified as a community partner with the Loppet organization for the Loppet ski race and World Cup.

Q21

Please provide an ESTIMATE OF VOLUNTEER HOURS PROVIDED to your organization last year. (see Volunteer Hour Tracking Guide for suggested ways to calculate this.)

4183

Q22

HOW DID YOUR ORGANIZATION REACH OUT TO UNDERREPRESENTED GROUPS IN YOUR NEIGHBORHOOD? (Check all that apply)

- Worked on an issue of particular interest to an underrepresented group within the neighborhood
- ,
- 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 underrepresented communities
- ,
- 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
- ,
- Met with other agencies in the community that work closely with underrepresented constituencies in the neighborhood

Q23

WHAT CITY SERVICES AND SUPPORTS DID YOUR ORGANIZATION USE? (Check all that apply)

- Did your staff or board members attend any monthly Citywide Neighborhood Meetingd?
- ,
- Did your staff or board participate in any trainings with the City of Minneapolis (board trainings, learning labs, workshops, conference)
- ,
- Did your organization utilize the provided legal services from MissionGuardian.com?

Q24

Referencing the QUANTITATIVE GOALS section of your EQUITABLE ENGAGEMENT PLAN, share your progress on the goals, sharing both success and lessons learned.

We continue to use surveys to get neighborhood feedback. The surveys identify renter participation at events, board meetings, and committee meetings. We continue to find it difficult to get people to fill out surveys at our events or through an email. We also struggle to find time to enter and evaluate the survey data. Collecting demographics is also challenging as there is a reluctance to respond to some of the demographic questions. We are looking for other ways to determine demographics and gather meaningful information. Anecdotal evidence suggests new renter participation at meetings and events. (New people are always asked, what area of Bryn Mawr do you live in?)

We continue to deliver welcome packets to all new residents of the neighborhood including people in 1 and 2 unit rental houses. In 2023 we created 200 new welcome packets for residents of the 2 senior rental units. These were delivered to management to be handed out with the move in materials. We have had a very successful partnership with management, familiarizing them with the neighborhood and the neighborhood association. We also created 156 new welcome packets for residents of the townhomes and Penhurst rental units. These were delivered to management to be handed out with the move in materials.

Q25

What more would you like to tell NCR or the community ABOUT YOUR STAKEHOLDER INVOLVEMENT?What are you doing that is NEW OR PARTICULARLY SUCCESSFUL TO REACH RESIDENTS and others?

Our overall efforts to include renters in the new 356 unit buildings have been delayed by the delay in completion of the building. We expect full occupation in 2024. We appointed a Board member to serve as liaison to the management during the building process and this has proved very successful. We were able to address many issues regarding construction and also partner on open houses, tours, and other events. This has helped foster a more positive environment for the large influx of rental units, a first in our neighborhood.

After study by our Board liaison to the new housing development and consideration by the Board, we created Areas 8 and 9 of the Bryn Mawr neighborhood. Currently, our Board governance consists of 7 voting areas with three Reps from each area. Area 8 consists of the all ages rental units and Area 9 is composed of the senior rental units. Articles in all our social media and monthly newspaper have highlighted this change.

In 2023 we delivered our monthly newspaper, The Bugle, to the lobby of the two buildings. In 2024 we hope to expand to door to door delivery.

Q26

Share a timeline of proposed events and activities for 2024(Format by quarter or month as you prefer. Example: "Jan-March: -Plan spring outreach event)

March to June-One or more representatives from both Areas 8 and 9 join the Board

March to June-Welcome packets delivered door to door by Area 8 and 9 residents

July to December- Hold an event in Area 8 and 9

Q27

Share your 2024 Equitable Engagement Qualitative goals(Make your goals SMART: Specific, Measurable, Achievable, Relevant, and Time-Bound)

One or more representatives from both Area 8 and 9 join the Board before December

Welcome packets delivered monthly door to door by Area 8 and 9 residents to all homes

One event held during the year in Area 8 or 9

Active Transportation, Garden, Safety, Elections, and Schools Committees interact with residents in Areas 8 and 9 at least once.

Page 7: Neighborhood Day 2024

Q28

Nothing

On May 11, 2024, we are hosting...

Q29

Respondent skipped this question

Date, time, and location of your Event(Ex. May 11 from 9am to 7pm at Community Rec Center, 1234 Broadway Ave, continuing through May 21)

Q30

Webpage for your event (Board elections, annual meeting, or other event)

www.bmna.org

Q31

Date / Time

05/08/2024

Date of your Annual MeetingIf you aren't hosting your board elections on Neighborhood Election Day, please share the exact or approximate date of your upcoming annual meeting.

Q32

Respondent skipped this question

Upload an Event imageWe will use this on the citywide map of Neighborhood Day to promote your event information. (See the 2023 map example)

Page 8: Program Highlights

Q33

Housing

What category best describes the highlight you'd like to share?

Q34

Write 2-3 paragraphs describing a highlight from 2023 related to the topic above.

In 2024, Bryn Mawr will see the completion of a 356 rental unit property. Prior to that Bryn Mawr had 1272 housing units, the majority owner occupied. These new units represent a significant change to the neighborhood housing stock, increasing rental units by 26 %. The BMNA has handled this transition well.

We appointed a Board liaison between the neighborhood and the management companies. The liaison was in constant contact with neighbors and the development groups. The Board was updated monthly on construction and rental progress of the units. He also helped allay any concerns that arose during construction.

We created two new areas of the neighborhood which will elect voting representatives to the Board from this rental property. We delivered 356 welcome packets to the management offices to be delivered upon move in. We delivered monthly copies of The Bugle, our neighborhood newspaper, to each building lobby. We worked with management to coordinate open houses and tours so neighbors could become familiar with the units and the site.

We've established a relationship with the program directors at each of the over 55 units. We worked with the directors to arrange tours and the management team has sponsored our Winter Fest fundraising event for 2 years.

Q35

Attach a photo related to the highlight you shared in the story above.

Screen%20Shot%202024-02-29%20at%205.07.30%20PM.png (2MB)

Q36

Respondent skipped this question

What category best describes the second highlight you'd like to share? (Optional)

Q37

Respondent skipped this question

Write 2-3 paragraphs describing a second highlight from 2023 related to the topic above. (Optional)

Q38

Respondent skipped this question

Attach a photo related to the highlight you shared in the story above.
