

SMILE Board Meeting Minutes
November 19, 2025
at SMILE Station

Main Website

<http://www.SellwoodMoreland.org> <<>> <http://www.SMILErecords.org>

Procedural

OFFICERS PRESENT: President David Dugan; Vice President Elizabeth Milner;
Treasurer Pat Hainley; Secretary Eric Norberg

BOARD MEMBERS PRESENT: Eli Fabens, Grant Huling, Jason Sturgill,
Scott Kelly, Jim Friscia, Suzanne Kruse, Zack Duffly

GUESTS: Bob Burkholder

President David Dugan called the meeting to order at 7:30 p.m. He began by asking for a review of the October 15 SMILE Board Meeting minutes. Scott Kelly moved that the minutes be approved with two minor amendments, and Pat Hainley seconded the motion, which carried unanimously.

On behalf of this year's SMILE Election Committee, Zack Duffly reported that, so far, we have two nominations for the Board seat vacated mid-term by Elaine O'Keefe, when she resigned effective November 1 in order to move to Massachusetts to be close to her family. He suggested that "we need something on the website" about the special election upcoming to fill the remainder of her term at the December 3rd SMILE General Meeting.

Next on the agenda was Grant Huling, Chair of the SMILE Community Safety Committee (formerly the standing "Crime Prevention Committee", before the recent ByLaws revision), who shared with the Board the minutes of the committee meeting on October 19th. He said that the committee has long had a relationship with Multnomah County's Willamette Center, a transitional shelter for qualified homeless individuals in north Westmoreland at S.E. Milwaukie Avenue at Mitchell Street. He reminded that the residents and employees there are also members of SMILE.

The minutes revealed that members of the committee had identified some concerns associated with the operation of Willamette Center by Transitional Projects (TPI):

"Patrick Brunette noted that people (presumably a mix of both residents and non-resident acquaintances of theirs) loiter outside of the shelter. He asked if the shelter might be able to set expectations during a resident's onboarding process regarding good community conduct. Grant said that [Manager] Zy Lewis should be asked whether residents are being told of the CSC-Willamette Shelter Adopt-a-Block partnership, and if the offer is extended to residents to pick up litter as well, instead of shelter staff. Eric Cramer asked if a framework might be set with the current management so that a new shelter leader would not represent starting over, and potentially with a less sympathetic partner. Thavisha Tudawe pointed out the issue of drug use, loitering, and camping extending down into the entrance of [the] Springwater Corridor."

Subsequently Grant had a meeting with Zy Lewis, manager of the Willamette Center:

“Zy provided a handout of the Good Neighbor Agreement conduct standards that all residents are held to. This applies within a 5-block radius of the shelter. Non-compliance leads to ‘separation’ from being able to stay at the shelter and use other TPI services (besides the downtown daytime resource center). Zy followed up with these disciplinary standards . . . along with the Good Neighbor Agreement. . . An example [of the disciplinary standards]: a resident is kicked out of the shelter program for 30 days if using drugs out in the community. Zy said that while TPI will log this transgressions if they observe them, TPI welcomes reports from any members of the broader community.”

Further details on this matter and this meeting are available in the cited minutes of the October committee meeting, which are incorporated into these SMILE minutes by reference.

The last item on the agenda was a “budget discussion”. The annual SMILE budget, which must be approved by the SMILE Board, is based on the SMILE fiscal year – which begins each October, and ends on the following September. Formal approval is preceded by Board budget discussion – going over the figures, and asking questions, so as to meet fiduciary standards expected of a nonprofit’s Board in understanding and approving the new budget. On occasion, in the past, these budget discussions have taken place across up to several months of Board Meetings – but not this time.

After reviewing Pat Hainley’s very detailed profit and loss statement for the 2024-25 budget year, now concluded, and the asking many questions about those figures and the specifics of the proposed new budget for 2025-2026 by various members of the Board (both President Dugan and Treasurer Pat Hainley are among the members of the SMILE Financial Committee, which reviews the operation of SMILE from a financial point of view and develops the new proposed budget), Secretary Eric Norberg moved that the proposed 2025-26 budget be approved, Vice President Elizabeth Milner seconded the motion, and the vote to approve the new fiscal year’s budget was unanimous.

In a subsequent and related motion made by Eli Fabens and seconded by Suzanne Kruse, a unanimous vote of the Board approved a 5% increase in wages for all employees of SMILE, and a bonus for SMILE Facilities Manager Ms. Chris Timberlake.

The meeting concluded with a brief discussion of whether SMILE had a role to play in this December’s SMBA neighborhood “Decemberville” promotion, which has no specific event or date focus to align with this year, unlike in the past. Bob Burkholder volunteered to be involved with another Saturday morning “pancake breakfast” for those walking on S.E. 13th by SMILE during Decemberville, if we want to do that again as part of the business promotion. “We’ll give it some thought,” said President Dugan.

There being no more business on the agenda, or offered from the floor, Pat Hainley made a motion that the meeting be adjourned; Suzanne Kruse seconded the motion; and the motion passed with apparent unanimity at 8:47 p.m.