



WENA BOARD MEETING MEETING MINUTES 16 June 2026 @ 6:30 PM

Zoom link: <https://us06web.zoom.us/j/82763263161?pwd=uPkZWV1noVfaPXbD6hpUfbCipvz4lf.1>

Call to Order	Janet	6:38
Roll Call of the Board Bob Lundbom, Communications; Claudette Naylor, Treasurer; Janet Unruh, Secretary. Robyn Elkay, member at large	Janet	2 min.
Secretary - Approval of 13 April 2026 board meeting minutes (see PDF, attached) - Claudette motioned to approve, Bob seconded, Janet called for a vote, all approved, none opposed. - Approval of 11 May 2026 board meeting minutes (see PDF, attached) - Claudette motioned to approve, Robyn seconded, Janet called for a vote, all approved, none opposed.	Janet	10 min.
Treasurer - Treasurer's report - We have 4,242.47 in our bank account. We should pay \$1690.06 to Waste Management. We will have \$1590.18 left of those funds after we pay WM. - Claudette moves that we pay Waste Management the \$1690.06. Bob moved, Janet seconded. All approved. Claudette will put the check in Robyn and Eric's mailbox so he can sign the check (we need a second signature) and send it to WM. - Discussion: we have to look at the accounting. Table the discussion, Janet and Claudette will go over the details. - How should we spend or save the Clean-up Day funds left over from Metro and donations? We agreed that we want to have a picnic, donate some to Moose Lodge, and honor the deliverers. We could align a picnic with our August public meeting. Janet, Robyn, and Claudette will discuss offline.	Claudette	10 min.
Land Use Officer - Rite Aid trash update – the property looks better. - Food carts at 17905 NE Glisan – no updates. - Habitat for Humanity, 17640 NE Glisan (across from Nadaka). The project is nearing completion. - The Early Neighborhood Notification meeting regarding 16651 NE Wasco St. is on June 10 at 6 PM via Zoom. The plan is to divide the lot into two and build a fourplex on the front lot and a duplex on the back lot.	Janet	5 min.

Clean-up Day review • The event was a success—the two 40-foot dumpsters were filled early. • We received an invoice from Waste Management for \$1,690.06. • We already received and deposited a check from Metro for \$999. • \$828 was collected in donations. \$751 last year. • We had 47 vehicles. 46 people signed in—one was somebody returning with another load. New people were added to the email distribution list. • Should we have three dumpsters next year? Probably—our event is gaining popularity. • See calculations in the addendum.	All	10 min.
LOOKING AHEAD Bylaws • See WENA BYLAWS -- DRAFT.pdf, attached. • We decided to print the bylaws and make them available in the public meeting (August) and invite people to take a copy or look online / download them. Then at the next public meeting (November), vote on them. Print at least 35 copies, probably 50. Any that are left over could be given out in the November meeting. We put copies on tables for people to review in that meeting. • Note: the city will send a postcard to WE residents about the November meeting. We could use the postcard to announce that there will be a vote on the new bylaws (as well as board elections and other agenda topics). • Claudette motioned to approve the plan to print out the bylaws and have them available for the August public meeting. People should review them and be ready to adopt them at the Nov. meeting. Janet seconded, Claudette called for a vote, all approved, none opposed.	All	10 min.
Recruitment • We need to get more aggressive! Can each of us recruit 1-2 people to attend board meetings as guests, to see if they want to join us? It would be great if we had some new people to run for board positions for the public meeting in November. • Claudette suggested that we contact the people who volunteered at the cleanup. • Robyn said we should ask those who are willing to be board members to be ready to run for the board at the November meeting. We can talk to them between August and November. • We should create a piece of collateral specifically for this election in Nov. Email distribution, stack of brochures at the Moose Lodge, August picnic.	All	10 min.
Recognition party for newsletter distributors – let's think about planning one! • This could be part of our August public meeting. We could possibly use the Moose Lodge starting at 5PM for the picnic and then transition to the public meeting.	Janet	5 min.
Open Agenda	All	10 min.

Shawn Keener: Neighbors are concerned about the development in the neighborhood. Two giant cedars were cut down and a Doug Fir. The new developer wants to put in 6 units of unaffordable housing. This would result in very dense housing in a low-density neighborhood. There were originally three cedars (4-foot diameter, 50-foot canopy). Neighbors are trying to stop the development. Those cedars should be replaced. That may prevent further development on that lot. The other concern is stormwater runoff. Historical flooding issues. The development plan has too much pavement. Parking is another issue and there are older citizens and kids walking and running around on the street. Extra traffic will incur danger to residents. Could we have a petition? Could someone from the City examine the lot for these issues? The plan doesn't have any space allotted for trees to be planted. Scott Johnson: a RE broker and friend of one of the residents near the lot. It's a very high-density plan for a low-density neighborhood. Pavement in the plan would require serious mitigation, swales won't be adequate. Portland tree code would require a tree replacement of ½ the diameter of the tree that was removed. Shawn: the tree that's left is a foot or two from the property line. He wants to be able to keep the driveway on his side as is—which is about 6 inches over the developer's property line—and if the developer wants to put in a fence exactly on the property line, that would reduce the width of the driveway, making it impractical to use to access the back of the property and an RV that's there.		
Meeting adjourned Claudette motioned to approve, Robyn seconded, Claudette called for a vote, all approved, none opposed.		7:47

**Next Board Meeting: July 13, 2026 @ 6:30 PM
via ZOOM**

4 ATTACHMENTS:

1. WENA Agenda 8 June 2026 Board meeting.pdf
2. WENA Minutes 13 April 2026.pdf
3. WENA Minutes 11 May 2026.pdf
4. WENA BYLAWS -- DRAFT.pdf

SEE ADDENDUM, NEXT PAGE.

ADDENDUM: Janet's cleanup day calculations (to be verified by Claudette)

ESTIMATED COSTS			
Item	Cost		
Dumpster rental	\$2,600.00		
Printing	\$200.00		
Materials	\$0.00		
Hazardous waste	\$480.00		
Subtotal of 2026 expenses	\$3,280.00		
Amount left over from 2025	-\$2,281.24		
TOTAL REQUESTED FROM METRO	\$998.76	Cayla rounded it up.	
ACTUAL COSTS			
Item	Cost		
Dumpster rental	\$1,690.06		
Printing	\$200.00		
TOTAL COSTS	\$1,890.06		
FUNDS			
Expense funds not used (hazmat)	\$480.00		
Metro funds	\$999.00		
Donations	\$828.00		
Total	\$2,307.00		
FUNDS MINUS ACTUAL COSTS			
FUNDS	\$2,307.00		
ACTUAL COSTS	-\$1,890.06		
LEFT OVER	\$416.94		

Claudette and I will review these figures (they're already turned in to Metro).

AI SUMMARY OF THE MEETING

Quick recap

The Wilkes East Neighborhood Association board meeting focused on financial updates, cleanup day review, and land use concerns. Claudette reported the association's current treasury balance of \$4,242.47, with \$1,690.06 owed to Waste Management, which the board approved for payment.

The cleanup day was deemed a success with early dumpster filling and good volunteer turnout, though the board discussed needing more dumpsters for future events.

The group decided to print copies of new bylaws for the August public meeting and vote on them in November.

Shawn and Scott presented concerns about a nearby development on Wasco Street, specifically regarding tree removal requirements and stormwater management issues, leading to a discussion about potential assistance through the Urban Forestry Subcommittee.

The board also discussed recruitment strategies and the possibility of hosting a picnic or celebration for newsletter distributors around the August public meeting.

Next steps

Claudette

- Deliver check and for Waste Management to Robyn/Eric for signature and mailing.

Janet

- Coordinate with Shawn to review and submit neighbor concerns. Contact Urban Forestry Subcommittee and city stormwater expert regarding tree replacement and stormwater concerns for the Wasco Street development;
- Print copies of new bylaws for distribution at August public meeting (estimate 35 copies); ensure bylaws are also posted on website.
- Notify neighbors about new bylaws in July newsletter and direct them to website for review.
- Contact Urban Forestry Subcommittee to request Shawn be added to a future agenda to present neighborhood tree/stormwater concerns (if appropriate).
- Follow up with Peter Booth (Habitat for Humanity) for update on move-in dates if board desires further information.

Robyn

- Develop recruitment collateral (e.g., flyer, email) outlining board positions, election date, and contact info for neighborhood recruitment; consider distribution via email, newsletter, and local venues (e.g., Moose Lodge, churches).

Shawn

- Write up detailed letter outlining neighborhood concerns about tree replacement requirements and stormwater management for Wasco Street development and send to Janet for Urban Forestry Subcommittee review.

Collaboration

- Claudette and Janet: Meet to review and reconcile Metro grant and cleanup day accounting, ensuring both are using consistent terminology and calculations.
- Robyn, Janet, and Claudette: Plan August picnic/celebration event (potentially at Moose Lodge) to recognize newsletter distributors and engage neighborhood; coordinate with August public meeting schedule.
- All board members: Actively recruit 1-2 new members each before November election; consider inviting recent cleanup volunteers.
- All: Review new bylaws prior to August public meeting and prepare comments/questions for November vote.
- Claudette and Janet: Discuss and decide on use of remaining Metro grant/donation funds (e.g., picnic, neighborhood celebration, Moose Lodge donation) and bring recommendations to next meeting.