



**Creative Portland – Board of Directors Meeting
Wednesday, March 5, 2014
3:30 to 5:00 p.m., Basement Conference Rm 24
Portland City Hall**

AGENDA

1. Welcome & President's Comments (Kornhauser)
2. Review and accept minutes from Board meeting of December 4, 2013.
3. Executive Director Report & Financials (Hutchins)
4. Committee Updates
 - a. Executive/Board Development (Kornhauser)
 - b. Fundraising/Portland Framed (Kornhauser)
 - c. 2 Degrees Portland (Callanan)
 - d. First Friday Art Walk
 - e. Creative Space (McKeen)
5. Update to City of Portland Economic Development Vision and Plan
 - a. Guest: Mayor Michael Brennan
6. Other business
7. Next full Board meeting – April 2, 2014



Board Meeting Minutes

December 4, 2013

In attendance: (board) Peter Bass, Arthur Fink, Tim Honey, Pat Costin, Marty Pottenger, Alice Kornhauser, Andy Graham, Randy Farrell, Jessica Lipton, Dave Wade, Alex Jaegerman, Zeke Callanan, Kristin Levesque, (staff) Jennifer Hutchins, (guests) Sarah Delisle, Tom Blackburn

Meeting called to order by Mr. Graham at 3:32 pm.

1. Welcome and Remarks: Mr. Graham recapped CP history for the past 5 years. Beginning with a budget of \$30,000, we have accomplished a lot. He is happy to have served as founding president of the Creative Portland Corporation.

2. Review of Minutes: Mr. Graham asks for acceptance of board meeting minutes. Mr. Callanan corrects the date and says he wasn't in attendance. Acceptance of minutes passed.

3. Governance:

- a. Election of Officers:** Mr. Callanan made a motion to accept new officers (Alice Kornhauser, president, Kathleen McKeen, vice-president, Peter Bass, treasurer, Jessica Lipton, secretary) Mr. Wade seconded. Motion passed unanimously. Ms. Kornhauser assumed role as president and thanked Mr. Graham for his leadership.
- b. Reelection of board members:** Four board member terms are expiring (Mr. Wade, Ms. Pottenger, Mr. Callanan, and Ms. Harris). Mr. Wade's term is not renewable and Ms. Kornhauser thanked him for his years of service to CP and PACA. Ms. Harris and Mr. Callanan were reelected for a second term unanimously.
- c. City-appointed board member:** Mark Rubin was introduced as a new board member appointed by the City of Portland's Nominations Committee. Ms. Kornhauser welcomed him.

4. Ms. Hutchins introduced Sarah Delisle, the community manager for 2 Degrees Portland.

5. Amendment to By-Laws: Mr. Callanan presented a proposed change in the by-laws to delete the requirement that CP board members reside and/or work in Portland. Mr. Callanan proposed that the last sentence in section 4.2 of the By-Laws of the Creative Portland Corporation (as amended and passed by Portland City Council on March 19, 2012) be struck from the document as follows:

Section 4.2. Number of Directors; Eligibility. The Board of Directors shall consist of up to twenty-one (21) individuals – eight (8) of whom shall be Directors appointed by the Corporator



through the Portland City Council, two (2) of whom shall be ex officio members of the Board pursuant to Section 4.4 of this Article, and eleven of whom will be elected by the Board of Directors pursuant to Section 4.4 of this Article. ~~All Directors, with the exception of the ex officio members, must be either residents of, own a business located in, or work in the City of Portland.~~

Mr. Fink made the motion. It was seconded by Mr. Graham. Motion passed unanimously.

Mr. Callanan suggested attending the meeting of the Portland City Council to defend change when it is brought before the Council for approval.

6. Executive Director's Report: Ms. Hutchins reported on the revenue for FY2014, which is trending well mid-way through the fiscal year.

7. Annual Fund

- a. **Board Challenge:** Ms. Kornhauser shared the new sponsorship documents and reminded board members of the request to make a gift of \$500 each. She said that we are approximately half way toward our goal of \$10,000 in pledges and actual contributions. She invited board members to either raise or give \$500 and offered to identify potential donors. All gifts are to be made to Creative Portland and can be taken by credit card.
- b. **Portland Framed:** Ms. Kornhauser announced that CP's first special event fundraiser will be on April 11, 2014 with \$15,000 as the net goal from event.

8. 2 Degrees Portland

- a. Mr. Callanan updated the board on the program including efforts to raise awareness of program and events, to engage connectors with one another, to clarify the message and improve the user experience.
- b. Mr. Fink asked if CP should engage a media person to help with messaging. Mr. Callanan offered to look for potential professionals who might be willing to help.
- c. Ms. Hutchins said that places are indicating an interest in hosting and the program is growing. Mr. Callanan recommended that we host in places that are interesting and where people don't normally get access.

9. First Friday Art Walk:

- a. Ms. Lipton updated the board on the plans to close Congress Street for the December Art Walk and feature the Circus Conservatory of America in the 600-block of Congress Street. There was also a reception in November at Aucocisco Galleries for the launch of the Art Walk committee, co-chaired by community volunteers, Samantha Piro and Jenna Crowder.
- b. Board members pointed out that the December's Art Walk will include the Copper Beech



Tree Lighting at the PMA and a ballet performance at the Portland Public Library by Portland Ballet.

10. EXECUTIVE SESSION: The board voted to enter into executive session at 4:11pm to discuss the possible opportunity for use and lease of real estate.

11. The next meeting will be held Wednesday, February 5, 2014.

Meeting adjourned at 4:47p.m.

Minutes submitted by P. Harris.



MEMORANDUM

TO: Portland Business and Community Leaders

FROM: Portland Economic Development Plan Stakeholders

DATE: January 3, 2014

SUBJECT: 2014-2015 Work Plan associated with the Portland Economic Development Plan

Portland Economic Development Plan

The City's first Economic Development Plan was endorsed, during 2011/2012, by the following partners:

- Creative Portland,
- Portland City Council,
- Portland Community Chamber,
- Portland Convention and Visitor Bureau,
- Portland Development Corporation, and
- Portland's Downtown District.

Following Portland City Council endorsement of the Economic Development Plan, Mayor Brennan and City Manager Mark Rees established a stakeholder group, including the above organizations and others, which meets regularly to oversee implementation of Portland's Economic Development Plan.

Portland Economic Development Plan Accomplishments

Noteworthy accomplishments of the Economic Development Plan, to date, include:

- ***New Portland Marketing Branding Program.*** The new brand "Portland, Maine Yes. Life's good here." was created and endorsed by the Plan partners. This program includes "Why Portland" videos featuring individual business owners who talk about enjoying the region's great lifestyle while working from Maine.
- ***Business Visitation Program.*** The Mayor, City Economic Development staff, and members of the Chamber of Commerce meet monthly with area businesses



year round to determine their needs to support business retention and growth. A total of twenty-five businesses have been visited to date.

- ***Mayor Brennan's Growing Portland Collaboration*** was established, funded, and staff hired to align post secondary education institutional activities with private sector growth opportunities, and institutions involved in research and development.
- ***The Portland Chamber created an Economic Scorecard*** to annually measure and compare Portland's economic performance against several similarly sized U.S. cities. Creative Portland added to this work by creating several "Livability" indicators.
- ***Updated a guide for "Doing Business in Portland"*** to create a single source of information about City business licensing and development regulatory requirements, along with promoting City commercial loan and grant programs.
- ***Streamlined Portland's development regulatory process and requirements, including permits and inspections.***

2014-2015 Work Plan and Partner Commitments

The Portland Economic Development Plan stakeholders prepared the attached 2014-2015 Work Plan to continue the work of the Economic Development Plan. The attached Work Plan includes a listing of each activity, responsible organizations - including lead organization, along with activity status. All organizations listed in the Work Plan are committing time and financial resources to implement assigned activities. This Work Plan sets forth a clear road map for a short list of activities to support Portland's economic growth. The Work Plan places increased emphasis on workforce development activities to support workforce entry, adds a number of tourism activities, and prioritizes attention to important Portland waterfront and transportation investments. The power and importance of this effort is that it coordinates the economic development work among many organizations with City government and harnesses their combined energy. Mayor Brennan and other stakeholders will be contacting your organization to arrange meetings with you to discuss the importance of the activities included in this Work Plan.

cc: Portland City Council
Mark H. Rees, City Manager

PORTLAND, MAINE ECONOMIC DEVELOPMENT PLAN
2014 & 2015 WORK PLAN

GROW THE ECONOMY

Principle and Vision Statement: *The City is committed to creating economic prosperity through growing its tax and employment base.*

Goals:

1. Understand the needs and concerns of existing business to support their retention and expansion.
2. Support industry sectors that are innovative and have high job growth, high value potential to provide future economic development opportunities.
3. Coordinate business, higher education, and research and development needs to support regional workforce development.

<u>Activities</u>	<u>Responsibility/Lead Org. First *</u>	<u>Status/Details</u>
Business Retention and Attraction		
- Business Visitation Program	City, Chamber, GPEDC	Ongoing/Retention, wkforce dev. & expansion, grow global exports, incl. food sector
- Growing Portland Initiative	GP, City, Chamber, CP, GPEDC	Ongoing/"Research Triangle" rollout & sector work groups deployment
- Industry Sector Research	Chamber, GP, City, GPEDC	Ongoing/Growth Strategy for specific industries in Portland Region
- Portland Technology Park	City, Chamber, GPEDC	Ongoing/Market park to businesses and plan for future phase
- PDC Commercial Loan and Grant Programs	City, PDC	Ongoing/Assistance to new and growing businesses
- Minority and Women-Owned Business Development	City, Chamber, CEI, and USSBA	Proposed /Inventory businesses, clarify growth challenges, incl. creative eco.; business forums incl workforce dev/industry-sector partnership opportunities; promote current financial and business development offerings; provide managerial, technical, and business consulting assistance; create connections to entrepreneurial and vocational training.
Workforce Development		
- Overcoming Barriers to Employment: Develop strategies, programs, and services to support workforce entry	GP, CVB, Chamber, City, PAEd	Proposed /Convene working groups to coordinate specific strategies.
- Utilize CDBG resources for workforce development	City, Chamber	Implement new CDBG program
Tourism		
- Raise Tourism Awareness	CVB, City, PDD, ME Office of Tourism	Proposed /Jetport; Cruise Portland, ME; cultural heritage; global mkts
-Create a cultural heritage tourism initiative	CVB, City, ME Office of Tourism	Proposed /Inventory and market cultural heritage projects, sites, and educational programs; identify cultural heritage tourism projects ready for marketing; include the cultural history of Portland on City website with links to CVB/tourism opportunities.
- Summit on Convention Center and Funding Sources	CVB, Civic Ctr., City, Hospitality Ind., Chamber	Proposed /
- Collaboration on People and Business Relocation Package(s)	CVB, Chamber, CP, City	Proposed /To assist businesses and individuals moving to Portland
Public Infrastructure/Transportation		
- Re-Establish Ferry Between Portland & Yarmouth, NS	City, State, MITC	Ongoing
- Extend Rail to Support Eimskip & Growth of Int'l Cargo Shipping	ME Port Authority, MEDOT, City	Ongoing/Strenthen partnership with Eimskip; State Bond Issue support
- Intermodal Planning and Infrastructure at Thompson's Point	MEDOT, EDA, City	Ongoing/State Bond Issue support
- Harbor Dredging	City, MEDOT, Wharf Owners	Ongoing/State Bond Issue support
- Establish a TIF strategy for transportation and downtown public infrastructure	City	Proposed /Discuss establishment of a downtown transportation oriented TIF district.
Metrics		
- Portland's Economic Scorecard	Chamber, City, CP, PDD, CVB	Ongoing/Enhance Integration with ED Plan

* Lead organization has primary responsibility for resources and implementation.

ENRICH THE CREATIVE ECONOMY

Principle and Vision Statement: Value innovation, entrepreneurship, creativity, arts, culture, and entertainment to improve the economy and enhance Portland's uniqueness and diversity.

- Goals:**
1. Increase collaboration, coordination, and communication among those involved in the arts, culture, creative and innovative sectors.
 2. Market Portland and increase recognition nationally and internationally that Portland is a City where the arts, culture, entertainment, innovation and creativity thrive.
 3. Create incentives to establish and grow Portland's creative enterprises.

<u>Activities</u>	<u>Responsibility/Lead Org. First *</u>	<u>Status/Details</u>
Portland Marketing & Branding Program: Advance Implementation	CP, City, Chamber, PDD, CVB, WAC	Ongoing/Increase nat'l & int'l recognition of Portland, ME
Refine Recruitment Strategies & Programs for Creative Entrepreneurs	CP, City, Chamber	Ongoing/
Creative Space Development	CP	Ongoing/Inventory, database, additional space dev.

SUPPORT BUSINESS

Principle and Vision Statement: Portland will be recognized as a city where the business community is valued and nurtured through support services which are relevant, helpful, welcoming, and delivered in a timely manner with superior "customer service". The City will continue to strive towards a more simplified and streamlined process of interacting with all current and future businesses of Portland.

- Goals:**
1. Interactions with City departments, agencies and staff will be handled with accuracy, timeliness and a positive customer service attitude.
 2. The Department Review process will be clear, consistent, predictable and timely.

<u>Activities</u>	<u>Responsibility/Lead Org. First *</u>	<u>Status/Details</u>
Update City Website as Customer Service Portal.	City	Ongoing/December 2014
Review 2010 Site Plan Standards Effectiveness	City & Chamber	Ongoing/Chamber and City staff meet annually
Streamlining Permitting	City	Ongoing

* Lead organization has primary responsibility for resources and implementation.

Acronym Definitions:

CDBG = Community Development Block Grant
CP = Creative Portland
CVB = Convention and Visitors Bureau
EDA = U.S. Department of Commerce/Economic Development Admin.
GP = Growing Portland
GPEDC = Greater Portland Economic Development Corporation
MEDOT = Maine Department of Transportation
MITC = Maine International Trade Center
PAEd = Portland Adult Ed.
PDC = Portland Development Corporation
PDD = Portland's Downtown District
SMCC = Southern Maine Community College
USM = University of Southern Maine
USSBA = U.S. Small Business Administration
WAC = World Affairs Council



Creative Portland and the *Portland Economic Development and Vision* Work Plan (“Work Plan”)

As part of the 2014-2015 Work Plan, Creative Portland is the lead organization for “Enrich the Creative Economy” section. This includes the following goals:

1: Increase collaboration among creative and innovation sectors.

- Further develop and coordinate efforts to attract the “creative occupations”
Programs: LiveWork Portland; 2 Degrees Portland

2. Promote Portland as a city where innovation and creativity thrive.

- Further develop and implement new Portland brand system (Portland, Maine Yes. Life’s Good Here)
- Increase promotion and use talent attraction strategies
- Work with partners to integrate into business and visitor attraction efforts
Programs: Branding Portland; LiveWork Portland; 2 Degrees Portland

3. Creative incentives for Portland’s creative enterprises

- Provide assistance to artists and entrepreneurs in securing work space
- Pursue development of work space for artists and creative entrepreneurs
Program: Creative Space

4. Support individuals/businesses that are innovative, creative, and entrepreneurial as a means of growing and diversifying the local economy

- Conduct additional research on Portland’s creative occupations to identify needs and possible supports.
Programs: Professional Development; Research and Outreach; First Friday Art Walk



Focus Areas Commencing in 2014

On December 3rd, 2013, the Founding Partners met to review the research and conclusions of the document, “Proposed Core and Community Projects Commencing in 2014.” Based on the discussion and endorsements at that meeting, the collaborative will initially focus on:

1) “Building a Center of Excellence in Health Informatics”

At the intersection of health care, computer science, and information science, health informatics employs data to improve patient and population outcomes. Portland is home to innovative companies and organizations achieving groundbreaking work in this field. Blending health care and IT, health informatics aggregates many potential players including, of course, our local health care providers. Developing this cluster can bring new jobs and investments to the region, while improving patient care and reducing costs.

2) “Optimizing the Marine Economy through Science and Education”

Among many recent factors affecting our local marine economy are the Eimskip opening to Iceland and Europe; the realignment of significant waterfront properties; and the City’s appointment of a Waterfront Director. There is enormous potential in building out the science and learning capabilities associated with the marine economy, with participation by GMRI, the universities, CIEE, and others. With a harbor that encompasses multiple uses and advantages, Portland can become a global center for understanding and improving all aspects of the marine economy and marine science. A regular conference of national or global scope, highlighting marine science/economy innovations, can be a highlight of this initiative.

3) “Coordinating Opportunities to Access the Economy”

Certain key populations – single mothers, recent immigrants/refugees, the unemployed – face barriers to employment. The Growing Portland collaborative can play two key roles: 1) helping to knit together the key social service agencies and funding resources working to bridge the gap between unemployment and meaningful jobs in the city and region; and 2) connecting to members of the business community, particularly in the above two sectors, who can provide specific pathways to meaningful, lasting employment. Portland grows to the degree that the business community sees these programs not as charity, but as opportunities.

In early 2014, through our existing work groups and the resources of the Founding Partner organizations, we’ll investigate how each of these proposals can be manifested and sustained. In addition, the collaborative will continue to engage in other projects, including:

- Attracting IT talent to Greater Portland
- Helping to connect and network the life science community
- Promoting Portland as a city of education
- Developing a region-wide internship system
- Strengthening college-business relations
- Connecting City Hall to Portland’s entrepreneur/start-up community

In support of the City of Portland’s Economic Development Plan, our emphasis is on attracting jobs, investments, and young people to the region.

For more information, please contact John Spritz, Manager of Growing Portland
jspritz@maine.rr.com Or visit www.Facebook.com/GrowingPortland



Portland ConnectED

From Cradle to Career

Portland ConnectED aims to build and sustain a citywide culture dedicated to supporting highly effective education for Portland's youth, for Portland families, and for the Portland community at large.

We are coordinating efforts, aligning resources, and harnessing expertise of organizations and leaders throughout the city and the country to prepare our citizens to meet the challenges of the future.

Assets, Challenges, and Opportunities

There is much to be proud of for those of us who live, learn, and work in Portland. Portland's vital economy, exceptional quality of life, and strong sense of community have all garnered national recognition. We have one of the best-educated populations in the region, and a long and proud history of supporting and educating all members of our community.

Portland has been named one of the ten best places to live, one of the ten best markets for job prospects, and one of the top three cities in the nation for education and for raising a family (*Parenting* and *Women's Health*).

At the same time, we know that the economic and socio-political landscapes of the future will increasingly call for enhanced global awareness, job skills, and academic credentials. Local and regional businesses are growing and hiring, but they too often have to look outside our area for qualified people with the needed skills. Economic trends predict that the new, global economy will offer high-wage, high-growth jobs, but these opportunities will also demand highly developed skills and education levels.

Nationwide, it is predicted that over a half million lower-skill jobs will be eliminated due to automation and outsourcing. Meanwhile, here in Maine, forecasts predict the creation of 26,000 new high-wage jobs in high-growth sectors. But these jobs will require more highly skilled workers and entrepreneurs with post-secondary training and credentials.

We are poised to capitalize on these trends, but we will need to rise to the occasion and work with concerted effort like never before, holding each other mutually accountable as we strive to achieve common goals.

Getting ConnectED

Portland ConnectED unites leaders of organizations from our education, business, non-profit, civic, and philanthropic sectors in a sustained, coordinated effort that spans the educational continuum from cradle to college, career, and citizenship.

What We Know

- **Early Childhood**

Early childhood development sets the foundation for a student's future academic success.

- **Grade Level Reading**

Reading at grade level by third grade is a key determinant for future achievement.

- **High School Graduation**

Graduation from high school is a critical threshold on the path to economic success and civic engagement.

- **The New Economy**

Success in the new, more global economy will increasingly require highly skilled workers and entrepreneurs with a college degree or other level of post-secondary education.

What We Believe

- **From Good to Great**

It takes the concerted effort of an entire community, harnessing local and national expertise, to ensure success for all students, and to make good schools great.

- **Challenge & Support**

Communities are successful when they actively challenge and support every student, every step of the way.

- **To go far, go together**

Our efforts must be coordinated, fostering improved communication and shared accountability across multiple organizations for greater collective impact.

Portland ConnectED's initial efforts and resources are focused on the following overarching goals:

- To coordinate independent and collective action, expertise, advocacy, and funding in key areas of development, learning, and career connection, including but not limited to:
 - School readiness from the start
 - Grade-level reading proficiency by the end of third grade
 - High school graduation
 - Post-secondary enrollment, persistence, and completion;

With these general goals in mind, we strive together:

- To measure the success of the partnership by setting benchmarks towards targeted outcomes in the key areas and tracking progress and reporting regularly to the public, beginning with:
 - Meeting or exceeding the state goal of 90% high school graduation rate by 2016 and continuing to improve from there;
 - Creating and endowing a fund dedicated to supporting enrollment, persistence, and completion for those Portland high school graduates who pursue post-secondary studies at public institutions in the Greater Portland area;

To achieve these goals, we plan:

- To maintain and model shared accountability among partner organizations
- To provide leadership, advocacy, and counsel for the on-the-ground work in each of the key areas
- To champion and model data-informed decision-making and effective use of meaningful data to measure baselines and progress;
- To align our partnership's work with the efforts, expertise, and resources of local, regional, and national networks engaged in similar or complementary initiatives.

As with any realistic new venture, our work deliberately leaves room for learning and recalibration, with an initial focus on setting baselines and benchmarks for measuring progress and reporting back to the public. With steady persistence, we will build a durable infrastructure for continuous improvement in educational and economic outcomes.

“ We know that early childhood development is a fundamental factor in future success. We also know that early grade level literacy is a key determinant for high school graduation and achievement, and post-secondary training and credentials are increasingly necessary for success in today's modern global society. Portland ConnectED will connect the dots between these stages and put all Portland children on a pathway to a satisfying and promising career. ”

Michael F. Brennan
Mayor, City of Portland

Founding Partners

City of Portland

Creative Portland

Sam L. Cohen Foundation

John T. Gorman Foundation

Opportunity Alliance

Portland Public Library

Portland Public Schools

Portland Regional Chamber

Southern Maine Community College

United Way of Greater Portland

University of Southern Maine

Portland ConnectED will expand and deepen its connections with additional partner programs and organizations both nationwide and closer to home, to ensure Portland's continued resurgence as a city that values quality of life and place alongside economic vitality.

Contact Us

For more information or to get involved in Portland ConnectED, please contact Mike Dixon, Executive Director, by phone at (207) 653-9854 or by email: mdixon@portlandmaine.gov

Executive Director's Report: February 2014

ADMINISTRATION:

- Jess Lipton resigned from the CP Board and started as program assistant for Creative Portland in late December. She is working on First Friday Art Walk, the Portland Framed fundraiser, and various support tasks.

FINANCIALS/BUDGET:

- We are watching cash flow carefully since the second installment from the City is not due until April. Thanks to two recent grant checks, we should be in a good shape.

FUNDRAISING

- The two recent grant awards totaling \$17,500 are welcome additions, but they are restricted for certain activities, so we still need to focus on the \$40k corporate goal. This will be my primary focus in February.

BOARD DEVELOPMENT

- We currently have 18 board members. There are two openings on the board that are City-appointed. Tom Blackburn's seat was posted. Jess Lipton's seat won't be posted until later this spring. There is one opening left that is Board-appointed.
- We have an opening for Secretary. Alice Kornhauser has been meeting with board members about how they want to be involved in the Board.
- We have two new eager "recruits" from ICL's Emerging Leaders program. We have met with them and plan to plug them into the various committees.

STRATEGIC DIRECTION

- Alice Kornhauser and I are organizing a Board retreat this spring to examine current activities and to guide strategic programming decision moving forward. Stay tuned.

CREATIVE SPACE:

- Tom Blackburn has submitted preliminary data for the inventory to web developer Jim Craddock, who will be developing the page. I expect to see roughs of the pages in mid-to late-February.
- The PACE Center project will be in "concept development" from now through June. Tom has invited several community members to participate in several meetings over five months to formalize a proposal that would then be shared with all of the potential partners for consideration.

FIRST FRIDAY ART WALK: The December Art Walk was a resounding success. We hope to close the streets again in June in partnership with PDD.

The FFAW committee is moving along and have expanded their membership. They have a meeting in February. Jess Lipton is the "staff" to this group. They will be focused on meeting the expectations of the grant and have been working to add members to the committee. One immediate project is a brochure to help brand the Art Walk and promote its original mission.

PORTLAND BRANDING: I will be focused on pushing forward with branding the City website and working with CVB and the Chamber on a relocation package in the short term. Other projects include a corporate brand guide for city government and a guerrilla marketing piece.

LIVEWORK PORTLAND: Working with Jim Craddock on Creative Space presents opportunities to fix a few things on the LWP site. In particular, he's working to integrate people and places on the interactive map, so that people will be able to see clusters of creative activity.

2 DEGREES PORTLAND: This program is chugging along. The committee meets regularly. The next event is on January 30 at Running with Scissors. We are also talking about an event where we would invite community leaders to learn more about 2 Degrees and find out how to get involved.

TALENT RECRUITERS GROUP: I have organized a get-together in February with the HR Directors/Talent Recruiters to kick off our "trailing spouse" program in partnership with Growing Portland.

Creative Portland

Profit & Loss Budget vs. Actual FY14

July 1, 2013 through January 15, 2014

	Actual Jul 1, 13 - Jan 15, 14	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
4100 · Operations (unrestricted)			
4110 · Annual Fund			
4111 · Individual	623.87	2,500.00	(1,876.13)
4112 · Board Challenge	3,338.63	10,000.00	(6,661.37)
4113 · Special Event	0.00	15,000.00	(15,000.00)
Total 4110 · Annual Fund	3,962.50	27,500.00	(23,537.50)
4115 · Arts District TIF Funding	50,000.00	90,000.00	(40,000.00)
4120 · Business Partnerships	5,500.00	12,500.00	(7,000.00)
4140 · Corporate Sponsorships	0.00	40,000.00	(40,000.00)
Total 4100 · Operations (unrestricted)	59,462.50	170,000.00	(110,537.50)
4200 · Programs (restricted)			
4220 · CDBG	3,059.22	-	3,059.22
4230 · Prof Dev Series Program Fees	446.00	-	446.00
4240 · PEDPIP Funds raised by CP	17,500.00	30,000.00	(12,500.00)
4250 · PEDPIP Committee Match	28,050.30	41,430.75	(13,380.45)
4260 · FFAW - Special Event	5,000.00	-	5,000.00
4270 · Grants & Foundations	27,500.00	45,000.00	(17,500.00)
Total 4200 · Programs (restricted)	81,555.52	116,430.75	(34,875.23)
5100 · Fiscal Sponsorship Fees			
5120 · Portland Temp Pub Art Committee	1,630.00	-	1,630.00
5130 · The New Guard	3,675.00	-	3,675.00
Total 5100 · Fiscal Sponsorship Fees	5,305.00	-	5,305.00
Total Income	146,323.02	286,430.75	(140,107.73)
Expense			
7100 · Personnel			
7101 · Executive Director	30,476.88	58,500.00	(28,023.12)
7102 · Program Assistant	7,371.00	18,720.00	(11,349.00)
7103 · Employee Benefits	6,208.04	17,500.00	(11,291.96)
7104 · Payroll Fee	700.80	1,200.00	(499.20)
7105 · Payroll Taxes	2,740.83	6,000.00	(3,259.17)
Total 7100 · Personnel	47,497.55	101,920.00	(54,422.45)
7500 · Professional Services			
7520 · Graphic Design	420.00	-	420.00
7560 · Accounting	4,970.07	12,000.00	(7,029.93)
Total 7500 · Professional Services	5,390.07	12,000.00	(6,609.93)
8110 · Rent			
8111 · Office Rent	3,275.00	9,000.00	(5,725.00)
8112 · Electricity	100.97	-	100.97

Creative Portland

Profit & Loss Budget vs. Actual FY14

July 1, 2013 through January 15, 2014

	July 1, 13 - Jan 15, 14	Budget	\$ Over Budget
8110 · Rent - Other	600.00	-	600.00
Total 8110 · Rent	3,975.97	9,000.00	(5,024.03)
8120 · Telecommunications			
8122 · Cell Phone Reimbursements	140.00	-	140.00
8123 · Landline	56.38	1,000.00	(943.62)
8124 · Software	59.99	-	59.99
8125 · Email	126.78	-	126.78
Total 8120 · Telecommunications	383.15	1,000.00	(616.85)
8130 · Printing and Reproduction	97.91	-	97.91
8170 · Supplies & Equipment			
8171 · Major Equipment & Furniture	381.44	2,500.00	(2,118.56)
8172 · Office Supplies	189.44	1,500.00	(1,310.56)
Total 8170 · Supplies & Equipment	570.88	4,000.00	(3,429.12)
8180 · Postage and Delivery	47.72	500.00	(452.28)
8200 · Professional Development			
8205 · Conferences Attended	50.00	-	50.00
8210 · Staff Development	200.00	-	200.00
8200 · Professional Development - Other	0.00	2,000.00	(2,000.00)
Total 8200 · Professional Development	250.00	2,000.00	(1,750.00)
8230 · Dues & Memberships	770.00	1,500.00	(730.00)
8240 · Insurance			
8241 · Workmen's Compensation	141.25	-	141.25
8240 · Insurance - Other	0.00	5,000.00	(5,000.00)
Total 8240 · Insurance	141.25	5,000.00	(4,858.75)
8250 · Bank Service Charges	4.14	-	4.14
8260 · Marketing			
8261 · Advertising	274.50	-	274.50
Total 8260 · Marketing	274.50	-	274.50
8270 · Depreciation Expense	220.95	-	220.95
8300 · Projects			
8315 · Website Editing & Operating Exp	1,065.00	14,400.00	(13,335.00)
8330 · First Friday Art Walk			
8330-01 · Special Events	4,516.50	-	4,516.50
8330 · First Friday Art Walk - Other	3,176.89	5,000.00	(1,823.11)
Total 8330 · First Friday Art Walk	7,693.39	5,000.00	2,693.39
8340 · Professional Development Series	1,339.63	10,000.00	(8,660.37)
8360 · Creative Economy Metrics	0.00	5,000.00	(5,000.00)
8385 · Creative Space	12,500.00	60,000.00	(47,500.00)
8395 · 2 Degrees Program	6,345.33	17,000.00	(10,654.67)
Total 8300 · Projects	28,943.35	111,400.00	(82,456.65)

Creative Portland Profit & Loss Budget vs. Actual FY14

July 1, 2013 through January 15, 2014

	July 1, 13 - Jan 15, 14	Budget	\$ Over Budget
8400 · Miscellaneous	0.00	1,000.00	(1,000.00)
9000 · Fiscal Sponsor			
9300 · The New Guard	3,500.00	-	3,500.00
9400 · Portland Temp Public Art Commit	750.00	-	750.00
Total 9000 · Fiscal Sponsor	4,250.00	-	4,250.00
9500 · Temporary Distribution	32.95	-	32.95
Total Expense	92,850.39	249,320.00	(156,469.61)
Net Ordinary Income	53,472.63	37,110.75	16,361.88
Net Income	53,472.63	37,110.75	16,361.88