

Board of Director Overview
District 10 – Como Community Council

About the Council

The District 10 – Como Community Council is a 501(c)3 charitable organization subject to all federal and state laws regarding governance and financial reporting for non-profit organizations organized with 501(c)3 status.

The Como Community Council is guided by a Board of Directors elected by registered community members who reside or conduct business within the District 10 boundaries. Board members have a fiduciary responsibility to promote the Council's purpose as expressed in the Council's by-laws.

Council Mission

The mission of the District 10 – Como Community Council is to provide information, education and outreach to the community, especially within the District 10 boundaries as listed in this document. The organization's goals and objectives are to enhance the preservation, safety and development for residents in District 10. Those goals will be accomplished by fostering community communications, education and events which in turn will increase community pride and confidence. Examples of specific actions that are compatible with residential needs include: promoting public safety, maintaining good housing, improving environmental quality, fostering a healthy business climate, and collaborating with community partners to maintain a desirable neighborhood.

Board Membership

The Board of Directors consists of fifteen elected community members, including a Chair, Vice-Chair, Secretary, Treasurer. It also includes five At-Large members and two members from each of three Sub-Districts.

Sub-District One. From the District 10 – Como Community Council's west boundary to Hamline Avenue, inclusive, north to south. Also includes the Energy Park area, bordered by Snelling to the west, Lexington to the east, and the Burlington Northern Railroad tracks to the north and south.

Sub-District Two. From Hamline Avenue to Victoria Avenue, inclusive north to south, ending at the Lexington underpass of the Burlington Northern Railroad.

Sub-District Three. From Victoria Avenue to Dale and the east boundary, inclusive, north to south.

Board Positions and Duties

All Board members are elected to serve for two-year terms at the Council's Annual meeting or to fill vacancies for the remainder of the vacated term.

The Chairperson, Secretary, one (1) representative from each sub-district and two (2) at-large members will be elected in the odd numbered years. The Vice-chairperson, Treasurer, one (1) representative from each subdistrict and three (3) at-large members will be elected in the even numbered years.

The Board positions and their duties are as follows.

Chair. Duties shall include but are not limited to the following:

- a. Presiding over all board meetings of the District 10 – Como Community Council and facilitating full discussion from all members and the community organizer.
- b. Having general responsibility for oversight and governance of the affairs of the District 10 – Como Community Council.
- c. Having general responsibility for the implementation of all resolutions passed by the members of the organization.
- d. Appointing interim chairpersons of committees and ad-hoc committees.
- e. Participating as an ex-officio member of all committees and task forces, but shall not chair any committee or task force.
- f. Serving on the Executive Committee

Vice Chair. Duties shall include but are not limited to the following:

- a. Performing the duties of the Chairperson in his or her absence, inability or refusal to act, and such other duties as the chairperson shall so direct.
- b. Assisting the Chairperson in the oversight and governance of the District 10 – Como Community Council as requested.
- c. Filling the unexpired term of the Chairperson in the event of a vacancy.
- d. Acting as the parliamentarian at all monthly meetings of the District 10 – Como Community Council.
- e. Serving on the Executive Committee

Secretary. Duties shall include but are not limited to the following:

- a. Ensuring that accurate records of all proceedings of meetings of the District 10 – Como Community Council are kept and maintained in the district office.
- b. Collecting and keeping a file of reports submitted by all committees and sub-committees.

- c. Maintaining proper record keeping of all organization correspondence, letters, and other communications with various persons, businesses, and other entities.
- d. Making certain that all vital records required by county, state and federal law for operation are updated and on file at the District 10 office.
- e. Serving on the Executive Committee

Treasurer. Duties shall include but are not limited to the following:

- a. Receiving and securing monies obtained for conducting the business of the District 10 – Como Community Council.
- b. Disbursing monies for the sole purpose of the organization’s mission based business as needed and at the direction of the organization.
- c. Keeping accurate records of the fiscal matters of the District 10 – Como Community Council.
- d. Preparing an annual financial statement which will be presented at the annual meeting.
- e. Presenting a monthly Treasurer’s report at each organization meeting.
- f. Serving on the Executive Committee.

All Members. Duties shall include but are not limited to the following:

- a. Attending monthly Board of Directors meeting.
- b. Serving on at least one committee, ad-hoc committee or task force at all times.
- c. Participating in Council sponsored events, including National Night Out and Neighborhood Cleanup Day.
- d. Helping to fulfill the Council’s obligation to watch over the Historic Streetcar Station during museum hours on Sundays. For most members, this means four days/year.