

**Central Neighborhood Improvement
Association (CNIA) Collection
M/A 2013.03.01-07**

Finding aid prepared by Bailey Diers

This finding aid was produced using the Archivists' Toolkit

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James K. Hosmer Special Collections Library
August 2013
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Table of Contents

<u>Summary Information</u>	3
<u>History</u>	4
<u>Description of Collection</u>	5
<u>Administrative Information</u>	5
<u>Related Materials</u>	5
<u>Controlled Access Headings</u>	6
<u>Collection Inventory</u>	7
<u>General</u>	7
<u>Annual Meeting</u>	7
<u>Executive Committee Minutes</u>	9
<u>Annual Reports</u>	9
<u>Board Orientation and Retreat</u>	10
<u>Miscellaneous</u>	11
<u>Committees</u>	12
<u>Board Meetings</u>	13
<u>Correspondence</u>	20
<u>Financial Documents</u>	21
<u>Legal Documents</u>	22
<u>Partnerships</u>	24
<u>Projects and Programs</u>	25
<u>Employee Records</u>	29
<u>Photographs</u>	29

Summary Information

Repository	James K. Hosmer Special Collections Library
Creator	Central Neighborhood Improvement Association (Minneapolis, Minn.).
Title	Central Neighborhood Improvement Association (CNIA) Collection
Date	1981-2004
Extent	6.58 Linear feet
Language	English

History

The Central Neighborhood Improvement Association (CNIA) was established in 1980 by residents who had a desire to work together to reduce crime in the area. They organized to become the non-profit 501(c)3 that represented the neighborhood. Initially, the organization raised funds and received grant money to support any work they wanted to do, but when the Neighborhood Revitalization Program (NRP) began providing funding to neighborhood organizations, CNIA took on a dramatically different role.

The CNIA Mission: “To serve the residents of the Central neighborhood by providing a forum for the expression of their ideas and needs, serving as the collective voice for Central residents to impact the neighborhood, and helping to develop priorities and projects which effectively utilize the resources that are available to address the needs of the community.”

Membership was open to all members of the community and the Board included the following categories: homeowners, renters, business owners, the poor, youth, ethnic groups, agency directors, neighborhood workers, and senior citizens. There were no membership dues or extraneous requirements. CNIA held regular monthly board meetings that were published and distributed widely by email and mail.

While CNIA had many successes, it was particularly skillful in drawing in funding and establishing working partnerships with foundations, government agencies, and other non-profits. The organization had an excellent working relationship with the two major funders for neighborhood development in Minneapolis: the McKnight Foundation and the James Ford Bell Foundation.

In 2000, the CNIA was taken over in a well-organized effort by the self-titled “Blue Crew” at CNIA’s Annual Meeting in May 2000. A new slate of board members said to be more representative of the racially diverse neighborhood was elected. Jana Metge, CNIA Executive Director, was fired by the new board on May 18, 2000. Metge sued the organization claiming her firing by a new board majority was discriminatory and breached her employment contract.

A special meeting and recall election was held on September 20, 2000, but the newly elected board survived in a 120-104 vote against ousting the CNIA board. Grievances were filed with the city alleging that improper notice was given for the recall election, that voters were not asked to prove they live or work in the neighborhood as requested in a recall petition, and that the vote was improperly counted.

The new organization’s failure to repay a James Ford Bell grant, and its inability to secure new NRP funds led to its eventual demise. The Central Area Neighborhood Development Organization (CANDO) rose out of the Weed and Seed program to take its place. CANDO is recognized by the city as the official registered 501(c)3 non-profit representing the Central neighborhood.

The Central Community represents a geographically defined neighborhood which includes Lake Street to the North, 38th Street to the South, Chicago Avenue to the East and Second Avenue to the West. These boundaries fit those approved by the City Council.

Description of Collection

This collection documents the activities of the Central Neighborhood Improvement Association (CNIA) from 1979-2004. Box 1 contains general information about the neighborhood organization, meeting minutes, annual reports, committee information, and miscellaneous documents. Boxes 2 and 3 contain board meeting minutes and documents. Box 4 includes grievance letters and other correspondence as well as financial and legal records. Boxes 5 and 6 contain information on the partnership between CNIA and the Minneapolis Community Development Association (MCDA), as well as files on individual projects, programs, and studies conducted by CNIA. Box 7 houses photographs from 1991-2003 showing a range of CNIA activities.

Administrative Information

Publication Information

James K. Hosmer Special Collections Library August 2013

Additional Processing Information

Most of the collection was not received in its original order, with the exception of folders from the 1980s and early 1990s in box one (annual meeting, executive committee minutes, annual reports, board orientation, long range plan, CNIA priorities, Clean Sweep, forms, and fliers). The remaining collection was delivered in random order and was sorted into 15 series. Materials in binders were removed and placed in folders, except for two photo albums, which remain as they arrived. Duplicate materials were discarded.

Related Materials

Related Material

CNIA newsletter: The Community Word (1979-2003, incomplete)

Neighborhood Revitalization Project Collection SCMC M/A 2012.05

Controlled Access Headings

Corporate Name(s)

- Minneapolis Community Development Agency. (Minneapolis, Minnesota).
- Neighborhood Revitalization Program. (Minneapolis, Minn.)

Geographic Name(s)

- Central Neighborhood (Minneapolis, Minn.)

Personal Name(s)

- Ball, Stephanie
- Johnson, Deborah
- Marks, Wizard
- Metge, Jana
- Metoyer, Zachary
- Ross, Ruthanne

Subject(s)

- City planning -- Minnesota -- Minneapolis.
- Community development -- Minnesota -- Minneapolis.
- Community organization -- Minnesota -- Minneapolis -- Citizen participation.
- Community organization -- Minnesota -- Minneapolis.
- Housing rehabilitation -- Minnesota -- Minneapolis.
- Urban renewal -- Minnesota -- Minneapolis -- History.

General

Collection Inventory

General

Scope and Contents note

Contains information pertaining to the organization generally. Includes general information about the Central Neighborhood community, CNIA articles of incorporation, bylaws, handbooks and procedures, job descriptions for board members and general employees, and general media coverage (newspaper clippings).

	Box	Folder
About the Organization undated	1	1
Articles of Incorporation and Bylaws 1992-	1	2
Community Statistics undated	1	3
Handbooks and Procedures undated, 1997-1998	1	4
Job Descriptions Undated, 1997	1	5
Newspaper Clippings 1988-2000	1	6

Annual Meeting

Scope and Contents note

Annual Meeting

Annual meeting files may contain meeting announcements, flyers, minutes, handouts, attendance lists, mailing lists, or correspondence related to the annual meeting.

	Box	Folder
Annual Meeting 1981	1	7
Annual Meeting 1982	1	8
Annual Meeting 1984	1	9
Annual Meeting 1985	1	10
Annual Meeting 1986	1	11
Annual Meeting 1987	1	12
Annual Meeting 1988	1	13
Annual Meeting 1989	1	14
Annual Meeting 1996-1998	1	15
Annual Meeting 1999	1	16
Annual Meeting, Special Meeting 2000	1	17
Annual Meeting 2002	1	18

Executive Committee Minutes

Annual Meeting 2003	1	19
Executive Committee Minutes		
Scope and Contents note		
In addition to meeting minutes, Executive Committee files may contain meeting announcements, agendas, handouts, executive member directories, and memos. Executive Reports after 1991 are filed with Board Meetings files in boxes 2 and 3.		
	Box	Folder
Executive Committee Minutes 1987	1	20
Executive Committee Minutes 1988	1	21
Executive Committee Minutes 1989	1	22
Executive Committee Minutes 1990	1	23
Executive Committee Minutes 1991	1	24
Executive Committee Minutes, Additional Info 1991	1	25
Executive Committee Miscellaneous 1995-2003	1	26
Annual Reports		
	Box	Folder

Board Orientation and Retreat

Annual Reports 1983, 1986-1987	1	27
Annual Reports 1988-1989	1	28
Annual Reports 1990	1	29
Annual Reports 2001	1	30
Board Orientation and Retreat		
Scope and Contents note		
Materials related to the annual Board Orientation and Retreat. Includes Board Handbooks, agendas, correspondence, and related documents.		
	Box	Folder
Board Orientation and Retreat 1983	1	31
Board Orientation and Retreat 1985	1	32
Board Orientation and Retreat 1988	1	33
Board Orientation and Retreat 1988 Cont.	1	34
Board Orientation and Retreat 1989	1	35
Board Orientation and Retreat 1990	1	36

Miscellaneous

Board Orientation and Retreat 1996	1	37
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Board Orientation and Retreat 2002	1	38
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Miscellaneous

Scope and Contents note

Miscellaneous documents include files on CNIA long range planning, goals, objectives, and group priorities. Files on the neighborhood Clean Sweep, a city-wide program, are also included as well as miscellaneous forms and flyers.

	Box	Folder
Long Range Plan 1984	1	39

CNIA Priorities 1985-1989	1	40
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CNIA Goals and Objectives 1996-1997	1	41
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Clean Sweep

	Box	Folder
History Undated	1	42

Fall Clean-up 1984	1	43
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Spring Clean-up 1987	1	44
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Committees

Spring Clean-up 1988	1	45
Spring Clean-up 1989	1	46
Spring Clean-up 1992	1	47
Spring Clean-up 1993	1	48
	Box	Folder
Forms 1980s-1990s	1	49
Flyers: General Meeting 1980s	1	50

Committees

Scope and Contents note

CNIA has four strategic areas represented by strong committee work: Housing, Youth and Family, Community Building and Business Development. These committee files represent several of these divisions in addition to the transportation committee. Files include meeting agendas and minutes, handouts, and correspondence.

	Box	Folder
Community Building Committee 1995-1999	1	51
Development Committee 1991	1	52
Development Committee 1992	1	53

Board Meetings

NRP Steering Committee 1993-1994	6	30
NRP Steering Committee 1993-1994	6	31
Transportation Committee 1991-1999	1	54
Youth Committee 1994	1	55
Youth Committee 1995, 1997, 1999, 2001	1	56
Miscellaneous 1997-2001	1	57

Board Meetings**Scope and Contents note**

Board Meeting files may contain meeting reminders and announcements, agendas, minutes, board packets, executive director reports, finance reports, and additional meeting handouts. Meetings were typically held monthly. Files are separated as they were received, some by year, others by month.

	Box	Folder
Board Meetings 1979	2	1
Board Meetings 1980	2	2
Board Meetings 1981	2	3
Board Meetings 1982	2	4

Board Meetings

Board Meetings 1983	2	5
Board Meetings 1984	2	6
Board Meetings 1985	2	7
Board Meetings 1986	2	8
Board Meetings 1986 Cont.	2	9
Board Meetings 1986 Cont.	2	10
Board Meetings 1987	2	11
Board Meetings 1988	2	12
Board Meetings 1989	2	13
Board Meetings 1990	2	14
Board Meetings 1991	2	15
Board Meetings 1992	2	16
Board Meetings May 1993	2	17
Board Meetings June 1993	2	18

Board Meetings

Board Meetings October 1994	2	19
Board Meetings November 1994	2	20
Board Meetings January 1995	2	21
Board Meetings February 1995	2	22
Board Meetings March 1995	2	23
Board Meetings April 1995	2	24
Board Meetings May 1995	2	25
Board Meetings June 1995	2	26
Board Meetings July 1995	2	27
Board Meetings August 1995	2	28
Board Meetings October 1995	2	29
Board Meetings November 1995	2	30
Board Meetings January 1996	2	31
Board Meetings February 1996	2	32

Board Meetings

Board Meetings March 1996	2	33
Board Meetings April 1996	2	34
Board Meetings May 1996	2	35
Board Meetings June 1996	2	36
Board Meetings July 1996	2	37
Board Meetings August 1996	2	38
Board Meetings September 1996	2	39
Board Meetings October 1996	2	40
Board Meetings November 1996	2	41
Board Meetings December 1996	2	42
Board Meetings January 1997	2	43
Board Meetings February 1997	2	44
Board Meetings March 1997	2	45
Board Meetings April 1997	2	46

Board Meetings

Board Meetings May 1997	2	47
Board Meetings June 1997	3	1
Board Meetings July 1997	3	2
Board Meetings August 1997	3	3
Board Meetings September 1997	3	4
Board Meetings October 1997	3	5
Board Meetings November-December 1997	3	6
Board Meetings January 1998	3	7
Board Meetings February 1998	3	8
Board Meetings March 1998	3	9
Board Meetings April 1998	3	10
Board Meetings May-June 1998	3	11
Board Meetings August 1998	3	12
Board Meetings October 1998	3	13

Board Meetings

Board Meetings February-March 1999	3	14
Board Meetings August 1999	3	15
Board Meetings September 1999	3	16
Board Meetings October 1999	3	17
Board Meetings December 1999	3	18
Board Meetings March 2000	3	19
Board Meetings August 2000	3	20
Board Meetings January 2001	3	21
Board Meetings February 2001	3	22
Board Meetings March 2001	3	23
Board Meetings April 2001	3	24
Board Meetings June 2001	3	25
Board Meetings July 2001	3	26
Board Meetings August 2001	3	27

Board Meetings

Board Meetings September 2001	3	28
Board Meetings October 2001	3	29
Board Meetings November-December 2001	3	30
Board Meetings January 2002	3	31
Board Meetings February 2002	3	32
Board Meetings March 2002	3	33
Board Meetings April 2002	3	34
Board Meetings May-July 2002	3	35
Board Meetings August-September 2002	3	36
Board Meetings October 2002	3	37
Board Meetings November 2002	3	38
Board Meetings February-March 2003	3	39
Board Meetings April 2003	3	40
Board Meetings May 2003	3	41

Correspondence

Board Meetings June-September 2003	3	42
Board Meetings October 2003	3	43
Board Meetings November 2003	3	44
Board Meetings December 2003	3	45
Board Meetings January-February 2004	3	46
Board Meetings July 2004	3	47
Correspondence		
Scope and Contents note		
Correspondence primarily includes grievance letters and emails addressing complaints to the CNIA and its board members. Letters of support for the organization are also included.		
	Box	Folder
Grievance Letters 2000	4	1
Letters from Board Members 2000	4	2
Jana Metge Complaints 1994-2000	4	3
Misconduct/Complaint Letters 1994-1999	2	4

Financial Documents

Misconduct/Complaint Letters 2000-2004	4	5
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Support Letters 2001-2003	4	6
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Financial Documents**Scope and Contents note**

Financial records include annual 990 tax forms, documents and correspondence regarding annual audits, applications for grant fundraising, summaries of profits and loses, and financial reports. Monthly financial statements and reports from the Finance Committee are included in the Board Meeting packets in boxes 2 and 3.

	Box	Folder
Audit 1992-1993	4	7
Audit 1994	4	8
Audit 1995-1996	4	9
Audit 1997	4	10
Audit 1998	4	11
Audit 1999	4	12
Audit 2000	4	13

Legal Documents

Audit, Additional Information 2000	4	14
Audit 2001	4	15
Audit 2003	4	16
Fiscal Year Funding and Contracts 1993-1994	4	17
Fundraising 1999-2002	4	18
IRS-990 1992-1996	4	19
IRS-990 1998-2000	4	20
IRS-990 2001-2002	4	21
IRS Miscellaneous 1998-2003	4	22
MN Department of Economic Security 2003	4	23
Profit and Loss Statements October 1996-September 1997	4	24
Registration and Tax Problems 1995-1997	4	25
Miscellaneous 1992-2002	4	26

Legal Documents

Legal Documents

Scope and Contents note

Legal documents primarily relate to three court cases: Deborah Johnson vs. CNIA, Jana Metge vs. CNIA, and Stephanie Ball vs. CNIA, as well as other miscellaneous legal records. Files include court transcripts and records, evidence documents, and correspondence with attorneys.

	Box	Folder
Stephanie Ball vs. CNIA April-June 1998	4	27
Cup Foods September-November 2000	4	28
Deborah Johnson vs. CNIA March-June 2001	4	29
Deborah Johnson vs. CNIA July-September 2001	4	30
Deborah Johnson vs. CNIA November 2001-February 2002	4	31
Jana Metge Personnel Review 1994-1998	4	32
Jana Metge vs. CNIA May-September 2000	4	33
Jana Metge vs. CNIA January 2001-January 2002	4	34
Jana Metge vs. CNIA 2001	4	35
MN Secretary of State Registrations and Certificates 1992-2003	5	1
Office of the Attorney General Report and Correspondence 1988-2003	5	2

Partnerships

Ruthanne Ross vs. AAMES Capital Corporation 1998	5	3
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Miscellaneous 1993-1994	5	4
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Miscellaneous 1995-1997	5	5
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Miscellaneous 1998-2000	4	6
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Partnerships

Scope and Contents note

CNIA had a long standing relationship with the Minneapolis Community Development Association (MCDA). All files in this series relate to this partnership between CNIA and MCDA including contractual agreements, financial reports, funding obligations, memos, and correspondence.

	Box	Folder
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MCDA (Minneapolis Community Development Agency) 1994-1999	5	7
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MCDA 2000-2003	5	8
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MCDA: Citizen Participation Funding 2000-2002	5	9
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MCDA: Citizen Participation Obligations 2000-2001	5	10
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MCDA: Contracts 1994-1995	5	11
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MCDA: Contracts 1996-1997	5	12
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Projects and Programs

MCDA: Contracts 1998-2003	5	13
<p>Projects and Programs</p> <p>Scope and Contents note</p> <p>Projects and Programs files include information on specific events, studies, projects, and programs conducted by CNIA. Programs revolve primarily around economic development, neighborhood revitalization and block planning, and community building. Subseries include files on comprehensive block planning, the 4th and Lake Street project, and housing.</p>		
	Box	Folder
General 1983-2001	5	14
Contracts 1995-1998	5	15
Grants, Miscellaneous 1994-1995	5	16
Building Healthy Families and Communities 1998	5	17
Business and Economic Development Plans Undated, 1997	5	18
Central-Bryant Homebased Business Network 1996-1997	5	19
Central Neighborhood Study October 10, 1994	5	20
Chicago Avenue Corridor 2003	5	21

Comprehensive Block Planning

Citizen Inspection Program 1997	5	22
Collaborative Crime Prevention (Central, Powderhorn, Lyndale and Phillips) 1998-1999	5	23
Comprehensive Block Planning		
	Box	Folder
General Undated, 1998-2001	5	24
Baker Block 1999	5	25
Boarded and Vacant 1998-2001	5	26
3100 Clinton Avenue 1991?	5	27
Districts 2, 7, 8 Undated, 1999-2000	5	28
3100 4th Avenue 1991	5	29
Healy Block 1993	5	30
3700 Park Avenue 1994	5	31
RFPs 1998	5	32
	Box	Folder

4th and Lake

5th Avenue Corridor (Central Initiatives Partnership) 1999	5	33
Food Cooperative Proposal (4th Ave & 38th St) Undated	5	34
4th and Lake		
	Box	Folder
General 1990-1993	6	1
General 1994-1996	6	2
Architect Contracts 1992	6	3
Celebration and Ribbon Cutting November 3, 1997	6	4
Certificate of Good Standing 1992	6	5
Closing Checklist and Preliminary Checklist 1992-1995	6	6
Feasibility Study for Redevelopment 1991	6	7
Interest Negotiations 1993-1994	6	8
Meeting Minutes 1992-1993	6	9
Partnership Agreement 1992	6	10
	Box	Folder

Housing

Hosmer Library Addition and Remodeling 1995-1997	6	11
Housing		
	Box	Folder
Design Plans Undated	6	12
HOMS Initiative (Home Ownership for Minneapolis' Southside) 2000	6	13
Markley Square 1998	6	14
Planning and Inspections 2000-2002	6	15
Southside Neighborhood Housing Services 1999-2000	6	16
Artists on Chicago (Co-op) 1998	6	17
	Box	Folder
I-35W Access Project 1999-2000	6	18
MNEWS (Minneapolis Neighborhood Early Warning System) 1999-2000	6	19
Neighbors Helping Neighbors 1998	6	20
Opportunity Zone Proposals 1996	6	21
Peace in the Hood 1997	6	22

Employee Records

Restorative Justice 1996	6	23
Urban Ventures Leadership Organization 1994	6	24
Weed and Seed 1997-1998	6	25
Youth Center and Safe Haven Undated	6	26
Youth Services in the Central and Bryant Neighborhoods (Study) 1997	6	27

Employee Records**Scope and Contents note**

Employee record files contain lists of board members and employees as well as employee letters of resignation and the responses they received.

	Box	Folder
Employees and Board Members 1992-2000	6	28
Employee Resignations 2000	6	29

Photographs**Scope and Contents note**

Photographs

Two photo albums cover a variety of events and programs hosted by CNIA between 1993 and 1996. Box 7 also includes exterior house photographs from the 3100 Clinton Avenue Revitalization and miscellaneous photographs from 2003.

Photo Album 1993-1995

	Box
Mixed materials	7
Photographs	Box 7

Scope and Contents note

Photo album contains photographs from a variety of CNIA events, as well as photographs of the Central neighborhood in general. Events include NRP Plan Review Registration; programs on housing, building community and economic revitalization; potlucks; award ceremonies; tree planting; mural painting; HOMS Initiative; and more. Some individuals are identified.

Box

Photo Album 1996

7

Scope and Contents note

Photo album contains photographs of the Central neighborhood community and a variety of CNIA events. Events include the Lake Street Festival, 4th Ave Days, National Night Out block parties, Healy renovation, 5th & Lake Rally, Prostitution Task Force, Annual Meeting, District Caucuses, and youth mural painting. Some individuals are identified.

Box

Folder

3100 Clinton Concentrated Block Development 1991?

7

1

Photographs

Miscellaneous 2003

7

2