

ARC BOARD MEETING MINUTES

December 2, 2015

The ARC Board meeting was called to order by Trang Hoang, as the Board President Tamara Driscoll was running late at 6:43pm. Board members present were Douglas Dunham, Frana Milan, Trang Hoang, Chris Copacino, Terry Holme, William Lowe, Dave Towne, Antoinette Angulo, Julie Morse, Vic Roberson. Candace Bailey has resigned the Board. Jonathan Hartung, Charlie Zaragoza were excused. Tamara Driscoll arrived late. ARC Staff present were Bill Keller, Christina Arcidy, and Naho Shioya. Seattle Parks and Recreation was represented by Kelly Guy.

We also had guests – Steve Alley from Japanese Garden Advisory Council, Mike Stanley from Green Lake Rowing, and Bernardo Ruiz, an ARC Board candidate.

Consent Agenda:

It was determined that a quorum of Board Members were present at this time. The Board was asked to look over the agenda and minutes from the last meeting for any changes or edits that are needed. The motion to approve tonight's Board meeting agenda was offered by Doug Dunham and seconded by Terry Holme. The Agenda was approved. Dave Towne motioned to approve the minutes and Terry seconded. The minutes was approved.

Share a meaningful ARC Experience of 2015:

The Board went around the table to reflect on the 2015, shared our successes, achievements and challenges–

- Julie Morse – Enjoyed all the RSJI Trainings. They were beneficial and worth the time spent.
- Trang Hoang – Learned a lot from the other Board members throughout the year.
- Christina Arcidy – Enjoyed participation in the ARC Board Development Committee and working with the Board.
- Frana Milan – Joined the Board!
- Doug Dunham – RSJI Trainings explained a lot of things about the history of Race and Social Justice in this country.
- Vic Roberson – Wonderful to watch the future of ARC take place, and work toward Equity.
- Julie Morse – Enjoyed the work of the Board Development Committee
- Chris Copacino – Enjoyed joining the Board and being immersed in this work.
- Antoinette Angulo – Inspired by the new members and learned from questions being asked by others. Also appreciated the ARC Staff leadership.
- William Lowe – Encouraged to see the effort and commitment, and can go to the “dinosaur heaven” happily. Please to be a part of it all, and encourage others to put their signature on the work.
- Dave Towne – Proud of the organization, and the fact that ARC stepped up quietly to have the Parks District measure to pass. “Get moving” fund has been approved, City Council has approved the City Budget – all thanks to the work of the Advisory Council and ARC.

- Tarry Holme – Made personal development through RSJI trainings and being involved with this group. We are dealing with more substantial issues and makes the participation worthwhile.
- Bill Keller – Appreciated how after 11 weeks of Summer Day camps, our partnership (Parks and ARC) responded and provided care during the teacher strike.

Q: Terry Holme – Does ARC have a report on who worked on those strike camps? It would be nice to thank them for the work in some ways.

A: Bill Keller – We can circulate the note to the sites, if the Board all signed off on it.

Terry – should we craft a letter and all sign?

Trang will ask Tamara to draft a letter of appreciation to the staff for the board to sign.

Board Development Committee Report (7:02pm):

- New Board Candidate: Bill Keller and Christina Arcidy met with Ron Chew, and a meeting with a few board members is scheduled to take place.
- Recruitment: We are looking for people who can help us system wide, if anyone has recommendations.
- Bernardo Ruiz: A new Board candidate, Bernardo Ruiz is present –

Bernardo Ruiz introduces himself and he is with the Seattle Public Schools (SPS).

Vic Roberson – Our kids are going through the “system” – SPS, and our participants are all part of it.

Q: Terry Holme – I had dealings with Parks and SPS, and it is challenging to work things out... Are you (Bernardo) comfortable being out in the position to have to answer some questions as you represent SPS?

A: Bernardo Ruiz – I can provide the insight, but am also prepared to excuse myself if that is the appropriate action.

- New Board member approval voting: Bernardo was asked to wait outside the room as the voting took place. Dave Towne moved to approve Bernardo as a new ARC Board member, and Doug Dunham seconded the motion – Bernardo’s membership was approved.

2016 ARC Budget (7:12pm):

Christina Arcidy gave PowerPoint presentation on the proposed 2016 ARC budget.

- Green Lake Rowing: Mike Stanley from Green Lake Rowing was present to answer questions regarding the Capital Improvement Budget requested by the Green lake Rowing.

Q: Dave Towne – What is the purpose of the re-development?

A: Mike Stanley – To define the project and define the work that needs to be done. “What would it do to the business, if this was done?”

- Assessing the internal ability to fundraise and sustain fund
- Opportunity to expand the program and reach Middle school youths.

Q: Terry Holme – Do you have plans to raise funds through private donors as the Mt. Baker successfully done?

A: Mike Stanley – Yes. We have to have well-vetted programs in order for this to work.

Q: Chris Copacino – What is the targeted project duration?

A: Mike Stanley – 3~4 years. This is a marathon, not a sprint.

Q: Trang Hoang – Visibility Study – applied to the projection?

A: Mike Stanley – yes. It also depends on the major donor ASK as well.

Mike Stanley – Lots of site specific work needs to be done. The product will be similar - 3 facilities (w/ Boat House and Amphitheatre). Hoping to replicate Mt. Baker rowing and Sailing and make it sustainable.

- Overall 2016 Budget:

Tamara asked if there are other questions regarding the budget.

Q: Vic Roberson – What’s our fund balance?

A: Bill Keller – we are at 5:1 Asset to Liability ratio. According to the Master Service Agreement (MSA), we can have 33% of the year’s operation cost in reserve. Our reserve will be affected by the minimum wage increase and the schools cell schedule change. By the end of the year, the ration will probably go down to 4:1.

- Bell Schedule:

Christina Arcidy – We collected data at each site of the drop off time, and it appears that Hiawatha and Schmitz Park will be able to keep the before school program.

Q: Doug Dunham – How many programs are we loosing and what is the financial impact?

A: Bill Keller/Christina Arcidy – The cost for the after school program will increase as the number of hours served will be longer in the afternoon. We are in discussion on how to make the afternoon programs and the additional hours more academically relevant.

Q: Tamara Driscoll – What is the current rate - \$/hr?

A: Bill Keller – will have to get back to you on the specific numbers.

- 2016 ARC Budget Approval Voting:

Dave Towne moved to approve the proposed budget, and Terry Holme seconded the motion. The budget was approved.

- Additional comments:

Terry Holme – We actually have till September of 2016 , and it will be after September to see the impact of the bell time change.

Bill Keller – Fee structure for the programs are determined a year in advance, so we have to be mindful.

Q: What was the financial impact during the teacher strike?

A: Bill Keller – We are working with Mayor’s office to be reimbursed, but don’t have the figure yet.

Q: Terry Holme – If we are seeing major financial impact, can we adjust the fees?

A: Bill Keller – it will be difficult from the customer service point of view to do so after the fact.

ED Report (7:40pm):

- September revenue for Budgeted Units is up 8.7% over last year this time. This might change and may land at around 7%.
- Lifelong Recreation is up 26%, Youth Recreation is up 24%, School Age Care (SAC) 3%, Preschool 7.7%.
- Employment – we have 54 job openings at ARC
- Japanese Garden Transition:

It is proposed that our partnership with the Japanese Garden will transition to Arboretum Foundation, and therefore, the Japanese Garden Advisory Council will be resolved at that time. We are asking the board to consider a motion to transfer the remaining fund balance of the Japanese Garden Advisory Council to be Arboretum Foundation as soon as the City Council vote to approve. We are waiting for the City Council to vote on the approval of this transition in January as the vote was postponed.

Terry Holme motioned to approve the transfer of the remaining Japanese garden Advisory Council Fund to Arboretum Foundation at the time of the transition, and Dave Towne seconded the motion. Terry is on the Arboretum Foundation Board and recommends this transition. Dave is also on the advisory.

Q: Doug Dunham – How much fund is in the account?

A: Bill Keller – is it a moving target, but currently it is less than \$50K.

Q: Vic Roberson – How does this partnership work?

A: Bill Keller – Parks owns the Garden, so this will be just the operational Partnership.

Q: Frana Milan – When the fund is transferred, would it be restricted to the Japanese Garden?

A: Bill Keller – will ask Paige Miller, the Executive Director at the Arboretum Foundation.

- Approval of the Japanese Garden Fund Transfer to the Arboretum Foundation Voting:

It was suggested that Terry Holme and Dave Towne recuse themselves from this vote, as they are associated with the Arboretum Foundation, and they did. As a result, Doug Dunham moved to approve the transfer of the remaining fund balance from the Japanese Garden to the Arboretum Foundation, and was seconded by William Lowe, and the motion was approved.

2016 Board meeting calendar was presented. William moved to approve, and Dave seconded the motion. The 2016 ARC Board calendar was approved.

Doug Dunham brought up about the work to revise the by-laws, and some important discussion that need to take place – i.e. “you may not retire from the board unless you find a replacement”, “annual board meeting to elect officers” etc.
Doug will email the draft of the revised by-laws for all to review.

Review of the assignment:

- Tamara Driscoll will draft “thank you” letter to the staff who worked the strike camps
- Doug Dunham will email the draft of the by-laws revision
- Trang Hoang will send the Parks Oversight committee report
- Everyone is to review the draft of the revised by-laws.

William Lowe moved to adjourn the meeting, and was seconded by Trang – Meeting was adjourned little after 8:30pm.