



## ARC BOARD MEETING MINUTES

### **ATTENDANCE:**

**Board:** Justin Umagat, (President & Interim Treasurer), Leon Preston (1<sup>st</sup> Vice-President), Caitlin Doughty (2<sup>nd</sup> Vice-President), Frana Milan (Secretary), Kyle Serikawa, Payel Vengalil, Michael Cuadra

**Excused Absences:** Jonathan Hartung (Ex-officio), Jackie Mitti

**ARC Staff:** Jackie Jainga-Hyllseth, John Bray, Debbie Barnes, Sonia Doughty, Katherine Ichinoe & Sebastian Wilson

**Seattle Parks & Recreation:** Justin Cutler

**Visitor(s):** Heather Van Nuys, Judy Tangen, Morgin Morris

### **MATERIALS PROVIDED:** (via zip file)

1. Consent Agenda\_July Meeting Agenda
2. Consent Agenda\_May Board Meeting Minutes
3. Executive Directors Report\_Directors' Updates for July 2021
4. Budget & Finance Committee\_6.1.2021 Meeting Minutes
5. Budget & Finance Committee\_7.1.2021 Meeting Minutes
6. Executive Committee\_7.13.2021 Meeting Notes
7. Race, Equity & Social Justice Committee\_5.7.2021 Meeting Notes
8. Race, Equity & Social Justice Committee\_6.4.2021 Meeting Notes
9. Board Development Committee\_Judy Tangen Packet
10. Board Development Committee\_Morgin Morris Packet
11. P&P Task Force\_Resolution Pathway Power Point Presentation
12. P&P Task Force\_Summary of Resolution Pathway
13. P&P Task Force\_Resolution 1- Reserved Time on BOD Agenda for Resolutions
14. P&P Task Force\_Resolution 2- Executive Committee Template to Review Resolutions
15. P&P Task Force\_Resolution 3- Resolution Template
16. P&P Task Force\_Resolution 4- Resolution Pathways
17. P&P Task Force\_5.20.2021 Meeting Notes
18. P&P Task Force\_6.3.2021 Meeting Notes
19. P&P Task Force\_6.24.2021 Meeting Notes
20. Constituency Committee\_2021 ARC Community Voice Report
21. Fundraising & Sustainability Committee\_ARC Board Pitch June 2021
22. Fundraising & Sustainability Committee\_6.14.2021 Meeting Minutes

## ASSIGNMENTS

- Justin U: Upload ARC-SPR relationship chart to Dropbox
- Justin U: Upload recalibrated board goals doc to Dropbox
- All: Discussion on what things need a resolution – how do we put this into practice?

## MOTIONS

- Motion # 2021.07-01 – Approve consent agenda. Approved unanimously.
- Motion # 2021-07.02 – Approve board nominees as a slate (Judy Tangen, Morigin Morris). Approved unanimously.
- Motion # 2021-07.03 – Approve policies as a slate. Approved unanimously.

## RESOLUTIONS

N/A

## MINUTES

TOPIC	MINUTES
<b>Meeting called to order at 12:01 pm – Justin U.</b>	5 board members present at start of meeting for quorum; 2 additional members joined later.
<b>Native Land Acknowledgement – Justin U.</b>	<b>Purpose:</b> Honoring indigenous people and the land on which we work and live
<b>Review Meeting Norms – Caitlin D.</b> •	<ul style="list-style-type: none"> <li>• Take risks and experience discomfort</li> <li>• Maintain confidentiality</li> <li>• Reflect</li> <li>• Use constructive dialogue</li> <li>• Trust each other learning process</li> <li>• All voices are valued and respected</li> <li>• Practice self-care</li> <li>• Show grace foreach other</li> <li>• Assume best intentions and manage impact</li> <li>• Acknowledge our humanity</li> </ul>
<b>Consent Agenda</b> • July Meeting Agenda • May Meeting Minutes	<b>Motion#: 2021.07-01: Approve consent agenda</b>  Motion to approve: Justin U.   Second: Payel V. Motion carries - Unanimous
<b>Public Comment</b>	None
<b>SPR Update – Justin C.</b>	Issues: staffing – effective vacancy rate of 28% (perm positions) so can't re-open all centers

	<p><b>Re-opening Status</b></p> <ul style="list-style-type: none"> <li>• Indoor pools: Medgar Evans, RB open; QA open for rentals. In Sept: Madison and SW, lessons in Oct. In Oct: Ballard and Meadowbrook for drop-in and rentals, lessons in Nov</li> <li>• 17 centers – SAC; activity camps or similar at 5 sites</li> <li>• Showers at 5 centers</li> <li>• 2 centers – teen hubs and SOS sites, 3 centers for late night</li> <li>• 2 sites open for drop-in fitness</li> </ul> <p>Draft concept for fall: 9 sites at pre-covid level of service;  8 sites at reduced hours, full services  6 sites open for programs/rental only  3 sites closed for CIP (w/ SAC or rec at satellite sites)</p> <p>ALL re-openings are contingent on staff and COVID.</p> <p>Masking guidelines are evolving but center on keeping kids safe and reducing their potential exposure.</p>
<p><b>Executive Director’s Report – Jackie JH</b></p>	<ul style="list-style-type: none"> <li>• Moving towards basic return to pre-covid model – depends on staffing and COVID</li> <li>• ARC HR: recruiting and hiring frenzy</li> <li>• Starting to prepare for 2022 budget process</li> <li>• Annual Service Agreement: Reviewing w/ SPR, awaiting finalization for signature (will allow ARC to invoice for costs already incurred, helping ARC cash flow)</li> <li>• President’s Meeting: at Rainier CC on Sept 16 prob 5:30-8 pm. Planning to offer a hybrid for those who want to attend virtually.</li> </ul>

	<ul style="list-style-type: none"> <li>• WRPA SEEK grant secured! \$248k for rec programming (i.e. Rec in the streets, etc) – one-time opportunity</li> <li>• Big day of play – Aug 21: <a href="https://www.bigdayofplay.org/">https://www.bigdayofplay.org/</a></li> </ul>
<b>Budget &amp; Finance Committee Update – Justin U.</b>	<p>4-month projection – DRAFT</p> <ul style="list-style-type: none"> <li>• Aim is to vote at Sept mtg</li> <li>• Pursuing a ‘sustainability model’ – showing where we are at any point in time so can predict real-time accuracy better.</li> <li>• Unpredictability: programing expectations due to COVID; new grants secured; backbilled funds</li> <li>• 2022 budget development – back to standard planning model</li> <li>• PPP 2 – on track for forgiveness, but held as liability until forgiven</li> <li>• Financial audit in progress, will present to board once complete – maybe Sept mtg.</li> </ul>
<b>Executive Committee – Justin U.</b>	<p>Board Docs</p> <ul style="list-style-type: none"> <li>• ARC/SPR Relationship Chart - draft created by Justin to visually map complexities of SPR-ARC relationship</li> <li>• Recalibrated Board Goals - tracking back to org goals: <ul style="list-style-type: none"> <li>• Re-establish financial and operational stability</li> <li>• Establish foundational elements of RESJ</li> <li>• Continue work closely w/ SPR to plan for re-opening recreation (and re-setting the relationship)</li> </ul> </li> <li>• ED Mid-year Review – happening 7/21 w/ Justin, Leon, Frana.</li> </ul>

<p><b>RESJ Committee – Debbie B.</b></p>	<p>Leadership Tomorrow project - Debbie provided summary of the effort and outcomes, next steps.</p>
<p><b>Board Development Committee – Payel V.</b></p>	<p>Reviewed vetting process for board nominees and put forward motion to vote as a slate: Morgin Morris – specifically for treasurer</p> <p><b>Motion #: 2021-07.02 – Approve board nominees as a slate (Judy Tangen, Morgin Morris)</b></p> <p>Motion to approve: Payel V.   Second: Caitlin D. Motion carries - Unanimous</p>
<p><b>Policy &amp; Procedures Task Force</b></p>	<p>Heather presented on resolution pathway process: Resolution pathway process (heather presented):</p> <ul style="list-style-type: none"> <li>➤ On consent agenda</li> <li>➤ Part of regular agenda item – Q&amp;A, bring to motion for a vote</li> <li>➤ 2-board mtg process – present at one mtg, EC has time to weigh in, Q&amp;A and bring to motion for a vote at 2<sup>nd</sup></li> </ul> <p>**Resolution doesn't need a motion (already built in via the process to arrive at the board for a vote).</p> <p><b>Motion #: 2021-07.03 – Approve policies as a slate</b></p> <p>Motion to approve: Leon P.   Second: Caitlin D. Motion carries – unanimous</p>
<p><b>Adjourn</b> Motion to adjourn: justin 2<sup>nd</sup>: Caitlin  Adjourned at 2:04 pm</p>	<p><b>Motion to adjourn</b> Motion to approve: Justin U.   Second: Caitlin  Adjourned at 2:04 pm</p>