



# ARC Board Meeting

Minutes

Location: Zoom

Date: July 19, 2022

Time: 12pm – 2pm



**Seattle**  
Parks & Recreation

## Attendance:

- Board: Justin Umagat (President), Morgin Morris (Treasurer), Judy Tangen (Secretary), Michael Cuadra, Kyle Serikawa, Payel Vengalil, Caitlin Doughty
- Staff: Jackie Jainga-Hyllseth, John Bray, Debbie Barnes, Sonia Doughty, Katherine Ichinoe, Sebastian Wilson, Alexander Wheeler
- Parks & Recreation: Daisy Catague
- Excused Absence: Leon Preston (Vice-President)
- Visitors: Marcus Elliott, Rebecca Swaney

## Materials Provided:

1. 2022.07.19 Consent Agenda
2. 2022.05.13 RESJ Committee meeting minutes
3. 2022.06.10 RESJ Committee meeting minutes
4. 2022.07.07 Executive Committee meeting minutes
5. 2022.07.11 Directors' updates

## Agenda:

#	Start	Time	Topic	Lead
1	1150am	10	Board practice session	Justin Umagat
2	12pm	3	Welcome, introductions, land acknowledgement Relaxation exercise	Justin Umagat, Caitlin Doughty
3	1203pm	2	Setting meeting norms	Posted in chat
4	1205pm	5	Consent agenda: Approved by Caitlin, seconded by Morgin. Approved unanimously.	Justin Umagat

5	1210pm	5	<p>Public comment:</p> <p>Justin welcomed Marcus Elliott and Rebecca Swaney</p> <p>Marcus updated the board on Jefferson CC renovation. Marcus is the president of the Jefferson CC advisory council.</p>	Justin Umagat, Marcus Elliott
6	1215pm	10	<p>President's update</p> <ul style="list-style-type: none"> <li>● Debriefing ARC Networking event with ARC, SPR, SPF and BRPC. We are exploring partnerships to align our efforts for the Greater and Greener 2024 Conference. We are still waiting on results of the survey we sent out to decide the frequency of future meetings. Our goal is to be prepared for the Greater and Greener 2024 conference in Seattle. Jackie wants us to look at what else we are doing independently as well as sharing funds, being flexible and finding unique ways to show up.</li> <li>● We are looking at the Board Calendar. Over the past 2 - 3 years we have put goal-setting at the beginning of the year. We look to August to hold a Board Retreat. Right now we are looking at August as a Board Retreat/RESJ training event.</li> <li>● Our September 20th Board meeting is at the same time as our annual Presidents Meeting. We will need to</li> </ul>	Justin Umagat

			<p>decide whether we cancel our September Board meeting or reschedule it. There is a lot of work for ARC staff and Parks staff in planning the Presidents Meeting.</p> <ul style="list-style-type: none"> <li>• There is also a push to move to in person Board meetings. We will move slowly based on everyone's comfort level. We do know that in person meetings help build camaraderie.</li> </ul>	
7	1225pm	10	<p>SPR Update</p> <ul style="list-style-type: none"> <li>• Justin Cutler's last day was July 8th. As Recreation Division Director, Daisy is committed to our SPARC partnership. There are several leadership transitions in process.</li> <li>• SPR is reopening more community centers this fall including Lauralhurst and Mountlake.</li> <li>• SPR is ready to award contracts for Greenlake Small Craft center.</li> <li>• Youth mentorship is a huge topic. Mayor Harrell wants all departments to develop proposals to reimagine how that looks for community centers.</li> </ul>	Daisy Catague
8	1235pm	15	<p>Executive Director's report</p> <ul style="list-style-type: none"> <li>• We welcome Daisy and know she will build a strong relationship with ARC staff and the Board.</li> <li>• Jackie and Sonia will be on the Greater and Greener Conference</li> </ul>	Jackie Jainga-Hyllseth

			<p>planning committee. They attended the Greater and Greener 2022 conference in Philadelphia . The purpose of these conferences is to help cities meet the challenges city parks face.</p> <ul style="list-style-type: none"><li>• There have been more discussions concerning the Elliott Bay Office Park. SPR subleases space. We are still in early conversations exploring SPR/ARC needs.</li><li>• Big Day of Play celebrates Seattle’s diversity. It helps build relationships around recreation Seattle’s professional sports teams will be attending. The event is on August 20th from 12:00pm to 6:00om at Rainier CC’s big field. ARC will have a booth with games and information about ARC. The ARC executive committee will volunteer to help with information and board recruitment for both the ARC board and advisory council members.</li><li>• ARC has been recruiting for an HR Director. We finally have several resumes to screen by the end of July.</li><li>• We have a plan for how the Fund the Fun scholarship money will be dedicated: \$10,000 for summer of safety field trips, \$10,000 for activity</li></ul>	
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			<p>camps, \$13,000 for fall youth programming. There will be a final report at the end of the year.</p> <ul style="list-style-type: none"> <li>• We will meet with the Murdock program officer this Thursday. They will help us improve our presentation for our October meeting with the Murdock Foundation.</li> <li>• We are kicking off our budget season early this year working with coordinators and assistant coordinators at our community centers. We have an updated budget tool that should be easier to work with.:</li> <li>• See ED's report for more details.</li> </ul>	
9	1250pm	15	<p>Budget and Finance Committee</p> <ul style="list-style-type: none"> <li>• ARC B&amp;F Committee is working on a detailed plan for the release of the Funds for the Greenlake project. Due to the large impact on savings, we're working to create a policy around the storage, dissemination of funds and the timing of moving restricted funds. Approval will be included with the next revised draft of the Investment Policy. For some additional detail on Greenlake- Restricted funds total \$1.4MM and for simplistic purposes, the remaining investment balance will be \$2.1MM. The funds will be</li> </ul>	Morgin Morris

			<p>distributed through the investments accounts as well as our cash accounts to avoid any fees associated with unwinding investments.</p> <ul style="list-style-type: none"> <li>• ARB Budgeting Process- Treasurer and B&amp;F Committee are working to revisit the budgeting process with a focus on the reliance on external grants and SPR forgiveness of GEO fees. More to come, if you'd like to be involved in the conversation, please advise and you will be included in the next B&amp;F Committee meeting.</li> </ul>	
10	105pm	10	<p>RESJ Committee</p> <ul style="list-style-type: none"> <li>• RESJ audit is upon us. Equity in the Center Pulse Check has just been launched. The committee is looking for at least two more ARC board members to participate in the survey.</li> <li>• Planning for an RESJ workshop in August.</li> </ul>	Caitlin Doughty
11	115pm	10	<p>Board recruitment</p> <ul style="list-style-type: none"> <li>• We are looking for leaders for tomorrow. Four Board members' 3 year cycle ends in December. We are hoping all will stay for a second term.</li> <li>• The work that ARC does has life altering effects for our children and families. Maintaining a vibrant ARC Board is critical to meeting the needs of our communities.</li> </ul>	Justin Umagat

12	125pm	5	Closing and adjourn Caitlin motions, Payel approves. End at 102pm	Justin Umagat
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**Next Meeting:**

September 20th, 12pm - 2pm