



ARC Board Meeting

Minutes

Location: Garfield Community Center
2323 E Cherry St. Seattle, WA 98122

Date: November 15, 2022

Time: 12pm – 2pm



Seattle
Parks & Recreation

Expected Attendance:

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

Materials Provided:

1. 2022.11.15 Consent Agenda
2. 2023 ARC Board Packet (Draft)
3. Directors' Updates
4. Prospective Board Member Application Materials
5. Constituency Committee Minutes (Aug, Sep)
6. Executive Committee Minutes (Aug, Oct, Nov)
7. RESJ Committee Minutes (Jul, Aug, Sep, Oct)
8. Legal, Accounting, and Insurance Services Information
9. 2023 Officer Candidate Forms

Agenda:

<u>#</u>	<u>Topic</u>	<u>Lead</u>
1	Zoom call opens Grab lunch & settle in <ul style="list-style-type: none">• Debriefing our retreat with Dr. Bre, all agreed that Dr. Bre had an impact on them. She made people feel comfortable to open up. Her recommendations for ways to help ARC were appreciated.	Justin Umagat
2	Welcome Land acknowledgement	Justin Umagat Judy Tangen
3	Setting meeting norms	Justin Umagat
4	Approve Consent Agenda <ul style="list-style-type: none">• Vote for approval was unanimous.	Justin Umagat
5	Public comment <ul style="list-style-type: none">• None.	Justin Umagat
6	Seattle Parks & Recreation Report <ul style="list-style-type: none">• Community engagement meetings are in progress, both virtual and live, to get feedback on the impact of the new Parks District budget. There is also an online survey.• Seattle Parks Strike Team received an award for their work during the Seattle teachers' strike.• The recreation leadership team is working with Swim Seattle, in partnership with AP Diaz, with lessons for 6 to 14 year olds, including workshops on hair and skin care. They are also working on youth mentorship and opportunities.• Board Retreat with Dr. Bre helped to reset the conversation around youth employment and opportunity. How do teens	Daisy Catague

	<p>and youth align with our values and programs? Do we have young people sitting on advisory councils or do we need to create a youth advisory council? What does ARC's ED need operationally to support our childcare programs? Do we create junior aid positions to help bring more people into a career in childcare?</p> <ul style="list-style-type: none"> • The board asked how we get input from teen and youth program instructors as to what they need and how their programs are running. Jackie reported that there are monthly meetings between senior HR managers and instructors. 	
7	<p>Executive Director Report</p> <ul style="list-style-type: none"> • ARC and SPR are in a large overview of advisory councils. There is interest in a citywide youth council. • Hiring for childcare programs is still challenging. We have a waitlist for childcare programs. • ARC staff are sharing our Director of Administration duties until this position can be filled. • Form 990 has been approved and submitted to the IRS. • Our Master Services Agreement with SPR has been signed, • HR is performing staff reviews. They are working on new ways to measure our progress and employee goals that should be in place by Fall of 2023. • Our development team has recruited our speaker for our Fund the Fun breakfast. Tom Farrey, from the Aspen Institute, who authored the support of "equity" in sports and recreation. • ARC will launch the ACT campaign, ARC's year end appeal, at the end of year. These funds would support ARC's childcare fund. 	Jackie Jainga Hyllseth

8	<p>Annual Budget and Finance Report</p> <ul style="list-style-type: none"> ● Draft budget has been sent to SPR. We are hoping for approval of the budget in December. ● Another draft of our investment policy will be available soon. 	<p>Morgin Morris John Bray</p>
9	<p>Presentation: Board Packet (Draft)</p> <ul style="list-style-type: none"> ● Staff are working on a “Board Packet” to help onboard new members and support current members. They will be looking for feedback from board members. 	<p>Alex Wheeler</p>
10	<p>Presentation: Marketing & Big Day of Play</p> <ul style="list-style-type: none"> ● ARC has several staff involved with planning and marketing. Promotion will be in 9 languages, targeting ESL families to come to Big Day of Play. ● We are working on getting sponsors for this event. ● ARC will host a table along with yard games. ● Big Day of Play is one of two major SPR events each year that showcases recreation activities available through SPR. Thousands of people attended live and online in 2022. Over 800 people responded to their survey. ● The question was asked, how are participants chosen for Big Day of Play? Considering how many programs SPR has, how do they get chosen to be showcased? Daisey will take these suggestions back to the planning committee. 	<p>Katherine Ichinoe</p>
11	<p>Vote: Prospective board members</p> <ul style="list-style-type: none"> ● Vote taken to accept Caitlin Pontrella-all in favor ● Vote taken to accept Sela Kennedy-all in favor ● Vote taken to accept Luz Iniguez-all in favor ● The process for vetting new board members was reviewed. 	<p>Payel Vengalil</p>
	<p>Break</p>	<p>-</p>
12	<p>Convene Annual Meeting</p>	<p>Justin Umagat</p>

	<ul style="list-style-type: none"> Welcome to new Board Directors, Caitlin Pontrella, Sela Kennedy and Luz Iniquez 	
12	<p>Accomplishments of 2022</p> <ul style="list-style-type: none"> Caitlin Doughty reported on highlights for the RESJ committee including writing the proposal for Fund the Fun scholarship money to go to Tier 1 communities, leading RESJ workshop, helping with RESJ audit, supporting the Murdock proposal and organizing the RESJ retreat led by Dr. Bre. Kyle Serikawa reported on the work being done by the Constituency Committee. They worked with AC's to advocate for the MPD budget and to provide input to the BPRC during the planning stages of the budget. The committee has worked closely with Sebastian on the structure of AC's in the future. Payel Vengalil reported for the Board Governance Committee. She has successfully helped onboard three new board members. Working with Sonia Doughty, she has developed new board packets. Morgin Morris, chair of the Finance Committee, reported that working with John Bray, they have a draft policy for future investments. The committee also brought in new auditors. She and John completed form 990 and submitted it to the IRS. Morgin is looking for new committee members to help with financial planning. 	Justin Umagat
13	<p>Legal, Accounting, and Insurance Services</p> <ul style="list-style-type: none"> The only change in these services was hiring a new auditor, Greenwood Ohlnd. 	Jackie Jainga Hyllseth
14	<p>Election of 2023 Officers</p> <ul style="list-style-type: none"> Slate of Officers: 	Payel Vengalil

	<ul style="list-style-type: none"> ● President: Justin Umagat ● First Vice President: Mike Cuadra ● Second Vice President: Sela Kennedy ● Treasurer: Morgin Morris ● Secretary: Judy Tangen ● Vote for approval of the slate of officers was unanimous. 	
15	Adjourn	Justin Umagat

Next Meeting: January 17, 2023, 12pm-2pm

Location TBD