



ARC Board Meeting

Minutes

Location: Yesler Community Center
917 E Yesler Way, Seattle, WA 98122

Date: January 17, 2023

Time: 12pm – 2pm



Seattle
Parks & Recreation

Attendance:

- Board: Michael Cuadra (1st Vice-President), Morgan Morris (Treasurer), Judy Tangen (Secretary), Caitlin Pontrella
- Virtual: Justin Umagat (President), Sela Kennedy (2nd Vice-President), Payel Vengalil, Kyle Serikawa
- Staff: Jackie Jainga-Hyllseth, John Bray, Sonia Doughty, Sebastian Wilson, Debbie Barnes, Katherine Ichinoe, Sherrie Belt or Susan Lee, Alexander Wheeler
- Parks & Recreation: Daisy Catague
- Excused Absence: Luz Iniguez
- Visitors: Katie Kennedy

Materials Provided:

1. Consent Agenda 2023.01.09
2. Board E-Vote Results
3. Staff Directors' Reports
4. Board Development Committee Report
5. Constituency Committee Minutes
6. Executive Committee Minutes

Agenda:

<u>#</u>	<u>Topic</u>	<u>Lead</u>
1	Zoom call opens Grab lunch & settle in	Justin Umagat
2	Welcome Land acknowledgement	Justin Umagat Kyle Serikawa
3	Setting meeting norms	Justin Umagat
4	Approve Consent Agenda: Unanimous approval	Judy Tangen
5	Board e-vote results <ul style="list-style-type: none">• 2023 Budget approved by all• Elliott Bay Office Park sublease approved by all.• Reminded board members to “reply all” when responding to the email vote request. Alex has developed a board vote recap sheet for our records.	Judy Tangen
6	Public comment-none	Justin Umagat
7	President’s report <ul style="list-style-type: none">• Justin opened with a thank you to Leon Preston for his 3 year term on the board. Leon supported our board with unique insight and always a gracious manner. His contributions will be missed. Alex shared the framed certificate thanking Leon.• This leads us to focus on board recruitment. Caitlen Pontrella, board development committee chair, will be working with Payel to bring new candidates to the board.• The committee has also been working with Alex on a new board member packet. All current board members should review the packet. It will help all of us be more uniform in our messaging when recruiting potential board members.• BPRC update:	Justin Umagat

	<p>The BPRC Board is prioritizing projects funded in the MPD budget. For SPR and ARC there are many projects that impact recreation.</p> <ul style="list-style-type: none"> • Strategic planning for 2023: The board will look at shared partnership goals. Committee chairs will look at ways to help us align with SPR. Justin is available to meet with committee chairs and board members to help brainstorm ideas. 	
8	<p>Executive Director's report</p> <ul style="list-style-type: none"> • We had a successful 2022 ACT campaign. The year end donations brought in over \$15,000. • Our 2023 budget was approved. • EBOP sublease was approved and signed. We are waiting for next steps from SPR. • Thank you to Sebastian and Justin for getting our 2023 fiscal sponsorship agreements signed before the end of 2022. ARC does get quarterly reports from each group to see how they are doing. • Greater & Greener Conference update: Sonia Doughty and staff are seeking sponsorships for the conference. Jackie and Sonia will meet with the National City Parks Alliance at the end of January. The conference will be held in Seattle in June 2024. Expected attendance is over 1,000 people from across the country with a focus on city parks. SPR and ARC are brainstorming showcasing SPR programs. Funding to support the conference is crucial. • HR is working on hiring for two positions, Deputy Director and admin assistant. Both positions are posted on our website. Staff are working out of class until we hire a new Deputy Director. 	Jackie Jainga Hyllseth

	<ul style="list-style-type: none"> ● Annual General Meeting: Plans are to hold the AGM on April 6th. It is a great time to celebrate the partnership between SPR and ARC. There will be staff from both as well as advisory council members and the ARC board. ● Fund the Fun Breakfast update: Confirmed for Thursday, April 20th, from 7:00am to 9:00am at the Hyatt at Olive, downtown Seattle. Tom Farrey from the Aspen Institute will be our keynote speaker. ARC and SPR are working together to piggyback an event with Tom for SPR and ARC staff to focus on “Play Equity” in Seattle and King County. Scholarship money raised at the 2022 Fund the Fun Breakfast served 196 youth from underserved neighborhoods for summer programs in 2022. 	
9	<p>SPR report</p> <ul style="list-style-type: none"> ● SPR is focussing on recreation programs funded by MPD. ● SPR divisions are still dealing with transition out of COVID requirements. Imagining services both virtually and live. What does customer service look like as SPR gets back to normal operations. ● SPR’s superintendent, AP Diaz’s guiding principle is to create vibrant communities. SPR staff are looking at how to align recreation with this. For now, SPR is planning a soft launch of programs in quarter 3 with the expansion of community center hours. ● Healthy People/Healthy Environment. These challenges require intentional hiring of staff to provide more access to SPR services. ● Strong communities partner with culture based groups. We need to let communities know that our centers and programs are there for them. 	Daisy Catague

	<ul style="list-style-type: none"> ● Seasonal Sports: City wide athletics now has 4 seasonal sports. They are looking at how to add to this. ● Daisy and Jackie have been meeting to work on aligning SPR and ARC operations. ● Both groups are reinvesting in our recreation and childcare workforces. Plans are being made to find a pathway for young people to work in child care and summer programs. Summer jobs could be offered that would include training as well as working. ARC would provide funds to train young people who would commit to working school “break camps” during the school year. ● Greater & Greener Conference: This conference will elevate SPR. It will also help educate the public on the SPR/ARC relationship. ● Healthy Environments: ARC will work to put informational vision into marketing to communities as Daisy and her staff see the need. ARC will be there to promote SPR programs. ● Strong Communities: ARC will focus on advisory councils. ● Organizational Excellence: ARC and SPR will work together on a continuous improvement process and how it impacts our MSA. ARC responsibilities will become more clear for both our staff and SPR staff. We want clear pathways for both ARC and SPR staff to be successful. ● ARC Board will need to join this effort for clarity. What can the board do from a governance space to help us succeed? 	
10	<p>Budget and Finance Committee updates</p> <ul style="list-style-type: none"> ● Thank you to all board members for reviewing financials and approving the 2023 budget. ● John Bray supports the finance committee with monthly budgets. 	Morgin Morris

	<ul style="list-style-type: none"> ● Planning to have a financial policy for investment with an RESJ lens in 2023. ● An audit of our investments with Wells Fargo will happen in the first quarter. 	
11	<p>Board Development Committee updates</p> <ul style="list-style-type: none"> ● There will be 2 surveys coming to the board. One is a board self evaluation to help design training for board members. ● Aiming to recruit 6 new board members to bring the board membership to 15. Will launch a search in February. Board membership needs to be staggered to keep the board viable. ● Will be working on Policies and Procedures for board development. 	Caitlin Pontrella
12	<p>Constituency Committee updates</p> <ul style="list-style-type: none"> ● Main goal for 2023 will be to work with Sebastian on revising AC bylaws. ● Looking at goals for AC's in terms of budgets and advocacy. ● Training for AC's. Look at new ways for AC's to operate. ● Find ways to make it easier to onboard new AC members. ● There will be a series of workshops with ARC, SPR and this committee to address the AC structure. ● A reminder to ARC board members to plan at least 2 visits to AC meetings this year. Check with Sebastian for guidance on AC's that would want an ARC board member to attend their meetings. He will provide coaching before you attend the meeting. ● ARC board members should try to be involved with partner organizations such as Greater & Greener City Parks Alliance and Seattle Parks Foundation. What we learn 	Kyle Serikawa

	there can be shared with AC's. This can help inform AC members on what they can contribute to meetings and their connection to SPR.	
13	<p>RESJ Committee updates</p> <ul style="list-style-type: none"> • Talked at length with Debbie and Sebastian about RESJ committee work. • Identified 4 priorities from ARC's logic model to work on in 2023: An RESJ statement, glossary of terms, an RESJ audit for 2023, and fleshing out an RESJ policy. 	Sela Kennedy
14	<p>Adjourn</p> <ul style="list-style-type: none"> • Motion to adjourn was unanimously approved. 	Justin Umagat

Next Meeting: March 21, 2023, 12pm-2pm

Location TBD