

ARC BOARD MEETING MINUTES

Date: May 16th, 2023

Time: 12:00pm – 2:00pm

Location: Meadowbrook Community Center

Attendance:

- Board: Justin Umagat (President), Michael Cuadra (1st Vice-President), Judy Tangen (Secretary), Morigin Morris (Treasurer), Kyle Serikawa, Katie Kennedy, Caitlin Pontrella, Luz Iniguez
- Staff: Jackie Jainga-Hyllseth, Ashley Miller, Sherrie Belt, Susan Lee, Debbie Barnes, Katherine Ichinoe, Sebastian Wilson, Casey King
- Parks & Recreation: Daisy Catague
- Excused Absence: Payel Vengalil
- Visitors: Matt Smith, CPA – Greenwood Ohlund

Materials Provided:

1. Consent Agenda (2023.05.16)
2. Financial – ARC Audit Presentation (2023.05.16)
3. Financial – ARC Draft 2022 Audit Report (2023.05.16)
4. Staff Directors' Reports (2023.05.16)
5. Committee – Executive Committee Minutes
6. Committee – Budget & Finance – Treasurer Letter (2023.05.16)
7. Committee – RESJ Committee Minutes
8. Committee – Board Development Committee Minutes
9. Committee – Constituency Committee Minutes

Meeting called to order:

1. Justin Umagat welcomed everyone and checked for any special needs.
2. Michael Cuadra gave ARC's land acknowledgement:
 - a. ARC acknowledges and affirms the indigenous Coast Salish as the original caretakers of our waters and landscape, who nurtured and shaped today's parkland. We honor their legacy with gratitude and appreciation and will safeguard their knowledge and stewardship as enduring treasures to promote community welfare, cultivate inclusive expressions of nature and recreation and commit to land acknowledgement for each ensuing generation.
"Acknowledgment is a simple way of resisting the erasure of Indigenous histories and working towards honoring and inviting the truth."
3. Meeting Norms were presented on screen.
4. Caitlin Pontrella moved to approve the consent agenda; Morigin Morris seconded. Vote was unanimous to approve.
5. There was no public comment.
6. Presidents Update by Justin Umagat:
 - a. SPR, ARC, BPRC, and Seattle Parks Foundation are working together to prepare for Greater and Greener Conference in June of 2024. They are also looking for opportunities to work

together to advocate for the next MPD cycle that will most likely go to Seattle voters in 2028.

- b.** As we have a vacancy for the RESJ committee chair, the executive committee has nominated Luz Iniquez for this position.
 - i.** Caitlin moved to approve; Morigin seconded.
 - ii.** The Board voted unanimously to approve Luz Iniquez as chair of the RESJ committee.

7. 2022 Financial Audit Presentation by Morigin Morris:

- a.** Morigin introduced Matt Smith, our CPA from Greenwood Ohlund.
- b.** Matt shared a power point presentation highlighting the work that ARC's financial team has done.
 - i.** There were no red flags.
 - ii.** The audit was timely with great cooperation from ARC's finance team.
 - iii.** There are new tax laws as they relate to 4 – 5 year leases. New accounting practices will be added as a line item to the balance sheet under "Lease Obligations".
- c.** Morigin recognized the checks and balances that are in place. Metrics, benchmarks, and actuals were all "Good".
- d.** Morigin moved to approve the 2022 Audit; Luz seconded. Board vote to approve 2022 Audit was unanimous.
- e.** The Board had questions about our long range growth model as we work to improve our sustainability. Morigin confirmed that sustainability is our theme and making sure the model serves us well. Jackie noted that we work through an operational lens with SPR to have good financial goals to meet our fiduciary responsibilities.

8. SPR Update by Daisy Catague

- a.** SPR staff are working on preparing for expanded hours at our community centers.
 - i.** New hours will be implemented in September.
 - ii.** New hours will prioritize evenings and weekends. Morning hours will not be cut.
 - iii.** May 25th SPR will give a presentation to BPRC reflecting this expansion of hours.
 - iv.** Work is also being done to notify SPR staff and unions about the roll out of new hours.
- b.** SPR staff are being trained to think globally.
 - i.** Regional.
 - ii.** Neighborhood.
 - iii.** Community
 - iv.** Aligning our 3 neighborhood Zones will require division and staff to think "zone" globally and not just site level.
 - v.** Training will be rolled out May 25th.
- c.** Jackie and Daisy will work together on the financial impact of new community center hours.
- d.** Both ARC and SPR are extremely challenged to meet the hiring demands for summer and fall.
- e.** Exciting opportunities to increase summer internships for youth.

- i. Up to 30 sites will be hiring for these paid positions.
 - f. May 23rd ARC and SPR will have another joint steering committee meeting to work on 2 page quick guides for how the SPR and ARC staff relationship works.
 - g. As of last week, the Amy Yee Tennis Center will be back with the recreation division.
 - h. June 8th SPR recreation staff will have an in service day so community centers will be closed.
 - i. Swim Seattle program launched at Rainier Beach.
 - i. Scholarship qualified people will have priority to sign up for swimming lessons.
 - ii. Once qualified for scholarship for one program, you become qualified for all programs. There has been a 20% increase in participation.
 - j. June 7th Mayor Bruce Harrell will be the keynote speaker at Teen Town Hall at Langston Hughes,
 - i. Aim is to amplify services to teens.
 - ii. Opportunity to host a table.
 - k. Questions were asked about recent fire at Lake City CC.
 - i. Most of Lake City CC programming has been moved to Meadowbrook CC.
 - ii. SPR hopes for approval of housing units at the Lake City CC site so the community center would be replaced.
 - iii. City of Seattle is planning for a Mental Health Initiative.
 - 1. High priority for first aid for trauma.
 - 2. Training is planned for SPR coordinators.
 - l. Asked about cooling centers, Daisy responded they had already opened some during our last high temp weather. If the city hits 93 degrees, they will be opening centers to the public. They will also open in the case of smoke and stress from the sun.
9. ARC update by Jackie Jainga Hyllseth:
- a. Sebastian and Casey are sharing the duties Alex had been doing for the ARC Board. Sebastian's role overseeing AC's made it a natural transition.
 - b. ARC's move to Elliott Bay Office Park is June 9th.
 - c. Lindy Ah Sam will coordinate and be the lead on the move.
 - d. Jackie reiterated that the 2-page quick guides that are being worked on jointly by SPR and ARC will include legacy as well as new info. They will ultimately be useful guides for new staff.
 - e. ARC staff continue to seek funding for the Greater and Greener Conference happening in June 2024. They have been provided a formal procurement package. There is sharing of contacts and sponsorships.
 - f. Jackie is meeting with SPR leadership team to talk about finances and sustainability. SPR is giving ARC financial support for the move to EBOP. ARC and SPR meet monthly to assure financial health of ARC.
 - g. ARC had a busy April.
 - i. 2021 Audit.
 - ii. Annual General Meeting.
 - iii. Fund the Fun Breakfast.
 - iv. Co-Hosted a lunch with KC Play Equity Coalition, featuring Tom Farrey from the Aspen Institute. There were key stakeholders attending including ARC, SPR, the

