



## ARC BOARD MEETING MINUTES

**Date:** July 18th, 2023

**Time:** 12:00pm – 2:00pm

**Location:** Elliott Bay Office Park

### Attendance:

- Board: Justin Umagat (President), Michael Cuadra (1<sup>st</sup> Vice-President), Judy Tangen (Secretary), Morgin Morris (Treasurer), Kyle Serikawa, Katie Kennedy, Caitlin Pontrella, Luz Iñiguez, Payel Vengalil
- Staff: Jackie Jainga-Hyllseth, Ashley Miller, Sebastian Wilson, John Bray
- Parks & Recreation: Daisy Catague
- Excused Absence:
- Visitors:

### Materials Provided:

1. Consent Agenda (2023.07.18)
2. Event Dates-Board Attendance Requested
3. Staff Directors' Reports (2023.07.18)
4. Vote Language
5. Committee-Monthly Financial Snapshot
6. Committee – Executive Committee Minutes
7. Committee – RESJ Committee Minutes
8. 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. Vote was unanimous to approve consent agenda.
5. There was no public comment.
6. Presidents Update by Justin Umagat:

- a. Board members are encouraged to attend SPR and community center events.
    - i. Big Day of Play is August 19<sup>th</sup> from 12:00PM – 6:00PM.
      - 1. Recreation brings community together.
      - 2. Food trucks.
      - 3. Opportunities to get community input.
      - 4. Rowing and Aquatics to be showcased.
      - 5. The event is at Rainer Play Field and Mt. Baker Small Craft Center.
    - ii. ARC Presidents meeting, September 26, 5:30-8pm, Garfield Community Center.
      - 1. AC presidents and treasurers are encouraged to come. Councils can send as many members as possible.
      - 2. Community Center coordinators are also invited.
      - 3. This meeting provides updates and looks forward to next year.
    - iii. Community Center events coming up.
      - 1. Tasty Tunes at Loyal Heights CC August 12<sup>th</sup> from 12:30PM – 4:30PM.
      - 2. Concert series at Jefferson CC. Multiple dates: 7/13, 7/20, 7/27 and 8/3 at 7:00PM-8:30PM.
      - 3. Many CC's are hosting summer movie nights.
      - 4. All special events are planned in partnership with AC members. These events are an opportunity to recruit new AC members.
    - iv. Over the next two quarters the Board will be working on updating our bylaws.
- 7. SPR Update by Daisy Catague:**
- a. Recreation across the city is in full swing.
  - b. Summer of Safety.
    - i. Swim Seattle scholarships have been accepted by 195 young people out of 250 that qualified.
    - ii. The next phase of this project is to bring together other stakeholders from the community.
      - 1. Will hold workshops to share information.
    - iii. ARC kicked off a donation page dedicated to Swim Seattle.
      - 1. These funds can be used for lessons as well as gear.
  - c. SPR will be hosting meetings to get feedback from community members.
  - d. Launching Seattle Mentors; Youth Mentorship Program.
    - i. Saturday, August 26<sup>th</sup>, 12:00PM-2:00PM at Pratt Park.
      - 1. This event will supply backpacks, school supplies and haircuts for youth/teens.
  - e. SPR and ARC are working closely to prepare for roll out of new fall hours at community centers.
  - f. YAW (Youth at Work) is an internship program for teens in partnership with SPR. ARC hosted 14 teen interns in our summer day camp programs. They have been trained and gained credentials to work in any licensed school-age care program in WA State.
- 8. ARC update by Jackie Jainga-Hyllseth:**
- a. Welcome to our new home at Elliott Bay Office Park.
    - i. The move is close to being completed.
    - ii. Planning to have an Open House to invite AC members and staff.

- b. ARC participated with SPR at the Pride Parade.
  - i. We provided water bottles to hand out during the parade.
  - ii. We hope to have a bigger presence next year.
- c. Working on developing a variety of video trainings for childcare staff that would be accessible on their phones.
- d. We have over 3000 participants in activity camps across the city.
  - i. SPR and ARC are collaborating to bring new experiences to kids.
  - ii. ARC and SPR staff are working closer together than ever before.
- e. Jackie and Justin were included in the swearing in of our new SPR superintendent, AP Diaz.
- f. We have a great slate of new Board candidates.
  - i. Jackie has talked with all.
  - ii. Planning to have a meet and greet with the Board before our September meeting.
  - iii. Planning to bring the slate of new members to our September meeting for a vote to approve.
- g. SPR and ARC joint steering committee are working on 2-page quick guides.
  - i. Exciting work that is down to wordsmithing and editing all drafts.
- h. ARC is in the process of doing organizational review.
  - i. Preparing to launch into Strategic Planning to kick off in 2024.
- i. ARC has been awarded \$6000 in unrestricted funds by the Youth Council of United Way.
  - i. The award will support race/equity work within our childcare programs.
- 9. Justin requested to approve the use of funds to support partnership and community initiatives.
  - a. Luz motioned and Michael seconded. Motion was unanimously approved.
- 10. ARC Department Highlight by Ashley Miller:
  - a. YAW (Youth At Work) project has been in action for several months.
  - b. There has been lots of learning and pivoting as these young people were prepared for their new jobs working in ARC's childcare programs.
  - c. All interns were at EBOP last week.
    - i. It was a great opportunity to show them our staff and what this program can offer.
    - ii. Some of the challenges of getting into the workforce were tackled together with ARC staff.
      1. Going to Dept. of Licensing to get picture ID.
      2. Background checks.
      3. I-9 verification.
      4. Interns were able to use laptops at our office with the help of staff to complete their work applications.
      5. Sherrie Belt took the lead on this project.
      6. After meeting all the requirements interns will be qualified for licensed childcare jobs for the next 5 years.
  - d. NAACP is also partnering with ARC and SPR on this program.
  - e. There is potential for this program to help solve the shortage of school age care workers.
  - f. ARC staff were energized by the excitement and potential future of YAW.

11. Budget and Finance Committee update by Morgin Morris:
  - a. Review quarterly numbers.
  - b. June through August are traditionally good months for ARC.
    - i. The summer months help us build a good reserve to get us through the year.
  - c. Working to help Board members understand our budget and the operational challenges.
    - i. Encourage questions from Board members.
12. RESJ update by Luz Iñiguez:
  - a. Next steps for RESJ committee.
    - i. Reviewing 2022 Equity Audit.
    - ii. Planning for presenting at the summer Board Retreat to go over the results of the Audit.
    - iii. Planning for an RESJ workshop in October to set Board RESJ goals.
  - b. Luz along with Sebastian and Debbie participated in an Equity in the Center informational session focused on building sustainable change practices.
13. Board Development update by Caitlin Pontrella:
  - a. Bringing 5 Board candidates forward.
    - i. Will have resumes to the Board before our September meeting.
  - b. Plans are being made for a Board orientation meeting.
14. Constituency Committee Update by Kyle Serikawa:
  - a. Committee had their final meeting on AC Bylaws in June.
    - i. Drafts are done.
    - ii. Now in legal review by Judy Andrews.
    - iii. They will go to Jackie and Daisy next.
    - iv. Planning to have them ready for the Presidents meeting in September.
  - b. Encourage Board members to attend AC meetings and events.
  - c. Kyle will send out updated schedule for AC meetings.
15. Jackie reported that expanded hours for Community Centers will impact staffing.
  - a. ARC will not have to fund additional assistant coordinators.
  - b. Staff are looking at the impact of extended hours on our budget.
  - c. SPR did a "roll out" to BPRC and will do the same for ARC.
  - d. Jackie and Daisy are meeting to discuss how to budget for additional hours.
    - i. More centers gained hours while no centers lost hours.
16. Justin asked board members to look at upcoming requirements.
  - a. September Board meeting will be virtual.
  - b. We need to continue to work on P & P and Bylaws.
  - c. We have elections at our November meeting.
    - i. Board members need to think about board positions they want to apply for.
    - ii. This is a formal process.
  - d. Planning for RESJ workshop in October.
  - e. Planning for an August Board Retreat.
    - i. Review 2022 Equity Audit.
    - ii. Meet new Board candidates.

17. Meeting Adjourned

**Next Meeting:**

**09.19.2023, 12pm-2pm-Virtual**