

**ARC Board Public/Working Meeting****12/11/2018, 6:00-8:40 pm, 8061 Densmore Ave N, 98103, Conference Room****ATTENDANCE: Board:** Jonathan Hartung (President), Vic Roberson (VP), Frana Milan (Secretary), Terry Holme, Michael Cuadra, Bernardo Ruiz, and Keturah**Hallmosley Staff:** Bill Keller, Sonia Doughty, Sharon Mauze, and Emily Noel **Parks & Recreation:** Katie Gray**EXCUSED ABSENCE:** David Towne, Mary Anderson, and Dennis Cook**Minutes:**

WHEN	TOPIC	MINUTES
6:00 p 6:15 p	<p><b>Welcome &amp; Introductions</b></p> <p><b>Consent Agenda</b></p> <ul style="list-style-type: none"> <li>• Determination of Quorum (5 of 9 members)</li> <li>• Approval of Agenda</li> <li>• Approval of Nov. Minutes</li> </ul> <p><b>Review goals for today:</b></p> <ul style="list-style-type: none"> <li>• Introduce Keturah Hallmosley potential new ARC Board member</li> <li>• Review, Discuss, and Vote to approve 2019 ARC Budget</li> </ul>	<ul style="list-style-type: none"> <li>• Jonathan Hartung called the meeting to order at 6:07 pm</li> <li>• It was determined that a Quorum was present if including Keturah, Bill to present Director's report while waiting for Quorum able to vote. Quorum present when Bernardo Ruiz arrived.</li> <li>• Jonathan called for a motion on the Consent Agenda. Vic Roberson motioned to approve. Michael Cuadra seconded the Consent Agenda. Vote all in favor. None opposed.</li> <li>• Jonathan called for motion to approve the November Board Minutes. Terry Holme amended comment made during Director's Report. Frana Milan amended attendance to excused absence. Terry motioned to approve Minutes as amended. Vic seconded. Vote all in favor. None opposed.</li> <li>• Intro. to current Board members/voting of Keturah Hallmosley as newest member of ARC Board.</li> <li>• PowerPoint presented by Bill, covering ARC vision, mission, &amp; values. Using SWOT analysis to discuss both ARC &amp; Preschool program's strengths, weaknesses, opportunities, &amp; threats.</li> </ul>
6:15 p	<b>Public Comment</b>	<ul style="list-style-type: none"> <li>• Jonathan asked if any public was present: No public present</li> </ul>
6:15 p 6:25 p	<b>Director's Report</b>	<ul style="list-style-type: none"> <li>• Bill cited financially/revenue at the end of Nov. this year ARC is within 1% from Nov. last year</li> <li>• Bill spotlighted new Accounts Payable Process, NCR paper process for 40+ years, now online with Microix, all auth &amp; approvals so much faster, added benefit in reduced travel time to community centers, even though removes interaction, it also amplifies importance of monthly AC meetings</li> <li>• Also mentioned accounting software now to Cloud, no longer relaying on Parks for server access</li> <li>• Bill highlighted payroll migration to Paycom, which includes new HRIS system and new Parks program registration software, ActiveNet, went live Nov. 27<sup>th</sup>, sustainability fee at registration</li> <li>• Terry asked: when the fee is taken, Bill replied: fee is taken right away, along with merchant credit card fees, there also is fee for every registration, possible \$484,000 expense for 2019</li> <li>• Sharon mentioned that there are many great efficiencies within PayCom, upgraded HRIS allows easier applicant tracking &amp; better management system, time invested in setting up/populating</li> <li>• Mike inquired about software issues and effect of WA state's 2019 paid family/sick leave laws</li> <li>• Bill stated there have been minimal software issues &amp; laws only apply to full time employees</li> <li>• Lastly Bill brought up existence/importance of employee activities, i.e. the Autumn hike at Carkeek with the old orchard &amp; the Employee Summer Picnic where 80+ people showed up</li> </ul>

<p>6:25 p 6:40 p</p>	<p><b>Introduction of Keturah Hallmosley</b></p>	<ul style="list-style-type: none"> <li>• Keturah introduced herself, mentioning that she is new to Seattle, came here 6 months ago from Phoenix, however, she grew up in the Bay area. Her background is in HR and org development. She currently works at Seattle Children’s, where she is the senior director of the Learning and Organizational Development team. She and her team are responsible for implementation of learning and organizational objectives, to cultivate leadership qualities and behaviors</li> <li>• Terry mentioned ARC is little known org, asked how did she hear about it?</li> <li>• Keturah responded she had attended a conference where she followed a link to info. about ARC Board members. She had been looking to participate and after reading more about ARC and the current period of transition, she knew she wanted to be part of ARC’s one of a kind partnership.</li> <li>• Shout out to Sonia for great work in Development and making connection possible</li> <li>• Katie Gray inquired if Keturah had been to community centers/pools, also offered to give tour</li> <li>• Bill mentioned cultural change Seattle has undergone, along with importance of staying fresh and communicative. Bill also brought up “Seattle Squeeze” and how having no viaduct will impact SAC programs ending at 6 pm, difficult because don’t have practical history for an idea of numbers, plan to extend program until 7 pm &amp; work with Sysco to provide heavy quick snack</li> <li>• Jonathan asked Keturah’s membership put to vote. Vic motioned Keturah become newest ARC Board member. Terry seconded. Vote all in favor. None opposed. Keturah ARC Board member.</li> </ul>
<p>6:40 p 6:40 p</p>	<p><b>Adjourn Public Meeting</b> <b>Convene 2019 Budget Meeting</b></p>	<ul style="list-style-type: none"> <li>• Public meeting adjourned at 6:40 pm</li> <li>• Meeting Closed &amp; 2019 Budget Meeting Convened at 6:40 pm</li> </ul>