

ARC Board Public Meeting
7/17/2018, 12:00-2:00 pm, 8061 Densmore Ave N, 98103, Conference Room

ATTENDANCE: Board: Jonathan Hartung (President), Vic Roberson (VP), Frana Milan (Secretary), Dennis Cook, Terry Holme, Bernardo Ruiz, and David Towne.
Staff: Bill Keller, Mike Davis, Sonia Doughty, Rachel Sorrels, Cate Sauer, and Sherrie Belt. **Parks & Recreation:** Tim Pretare. **Visitors:** None.
EXCUSED ABSENCE: Mary Anderson.

Minutes:

WHEN	TOPIC	MINUTES
12:04p	<p>Welcome & Introductions</p> <p>Consent Agenda</p> <ul style="list-style-type: none"> • Determination of Quorum (5 of 9 members) • Approval of Agenda • Approval of Minutes <p>Review goals for today:</p> <ul style="list-style-type: none"> • Finalize Board commitment form. • Equity Funding Vote. • Update on succession planning. 	<ul style="list-style-type: none"> • Jonathan called the meeting to order at 12:04p. • It was determined that a Quorum was present. • Jonathan called for a motion on the Consent Agenda. Dennis moved to approve the Consent Agenda. Terry second. Vote-all in favor. None opposed. • Jonathan called for a motion to approve the June Board meeting minutes. David moved to approve the June Board Minutes, Terry second. Vote-all approved. None opposed.
12:05	Public Comment	<ul style="list-style-type: none"> • Call for public comment. • No comment.
12:06	Board Commitment Form (Sonia & Frana)	<ul style="list-style-type: none"> • Shared <i>Boards on Fire</i> by Susan Howlett. Could use as a guide. • Follow up from last month-Board commitment form and Board checklist. • Opportunity to participate in a committee. • Bernardo: Be very careful with recruiting of Board Members to stay focused on our mission, vision and values. • Consider the commitment of the role of the Parks Board of Commissioners. Board discussion around how to possibly handle this in the future. • Track matrix of Board skills. Sonia will try to put together for next month. • Add box for special committees to the checklist.

12:26	Equity Task Force	<ul style="list-style-type: none"> • \$98,000 left of fund. • 7 proposals for \$163,000 asked of us. All 7 proposals moved into the interview phase. • Camp Long re-requesting same funds that were approved previously, but they turned down last time, for 2019. • Should have recommendations for funding by September meeting. • Ask that all requesters use the Equity Tool Kit. Data driven questions. • Mike will send the Board the brief highlights of each proposal.
12:29	Succession Planning (Terry)	<ul style="list-style-type: none"> • Have recommendation: Third Sector. • Narrowed down to Cedar River and Third Sector. • Third Sector is a more specialized consultant for succession planning. • Ask Board for approval of budget. • May increase scope of work to analyze organization. ARC specific succession plan. • Reviewed the list of tasks for the consultant's process. • Jonathan called for a motion for a budget of \$23,000-\$24,000 (not to exceed) contract written for \$19,000 (not to exceed), but allocate the additional 5,000 (not to exceed) at the Board's discretion. Leaving \$5,000 in reserve. David moved. Michael second. Vote-All in favor. None opposed.
12:51	Director's Report	<ul style="list-style-type: none"> • Introduced Cate Sauer, new Project Coordinator. • Introduced Sherrie Belt, new Operations Director. • Critical issues in 2018 have been financials. Broken down into consolidated and operations (direct delivery programs). • City currently is holding onto \$2,610,000 of registrations made. • Personnel costs only up 1% due to recruiting and retention. • Discussed cash flow issues from deferred revenue. • Discussed possible cuts to the city's budget in 2019-2020. • Green Lake Small Craft Center Capital Campaign is off to a good start. • Reviewed Dashboard. • Would like to know turnover vs. retention in fulltime, permanent staff. Include demographics. • Deputy Director search update- one more interview next week. Want to finalize in August. •
1:21p	Review Assignments & Adjourn	<ul style="list-style-type: none"> • David moved to adjourn, Jonathan second. All in favor, none opposed. • Meeting adjourned at 1:21p. <p>Next ARC Board Meeting: Tuesday, August 21, 2018, 12-2pm 8061 Desmore Ave N, Large Conference Room.</p>