

OARC Board Public Meeting

5/15/2018, 12:00-2:00 pm, 8061 Densmore Ave N, 98103, Conference Room

ATTENDANCE: **Board:** Frana Milan (Secretary), Dennis Cook, Terry Holme, Bernardo Ruiz, Mary Anderson, and David Towne. **Staff:** Bill Keller, Christina Arcidy, Rachel Sorrels, Debbie Barnes, Taryn Dorsey, Christy Weatherall, Sharon Mauze, Sonia Doughty, and Sean Hancock. **Parks & Recreation:** Brenda Kramer. **Visitors:** Peterson Sullivan, LLC: Matthew Mattson, CPA, and Jack Holmes, CPA, Michael Cuadra, and Judy Tangen, Loyal Heights Advisory Council member.

EXCUSED ABSENCE: Jonathan Hartung (President) and Vic Roberson (VP).

Minutes:

WHEN	TOPIC	MINUTES
12:11p	Welcome & Introductions Consent Agenda <ul style="list-style-type: none">Determination of Quorum (5 of 8 members)Approval of AgendaApproval of Minutes Review goals for today: <ul style="list-style-type: none">Audit Presentation and vote.Training Team update.Review Q1 dashboard & financials.	<ul style="list-style-type: none">Frana called the meeting to order at 12:11p.It was determined that a Quorum was present.Welcome and introductions.Consent agenda. Call for comments on April minutes. Dave moved to approve. Terry Second. Vote on consent agenda - all approved, none opposed.Reviewed agenda.
12:14	Public Comment	<ul style="list-style-type: none">Judy Tangen from Loyal Heights Advisory Council had comments about the ARC training program for advisory councils and the Parks District.
12:17	2017 Financial Audit (Peterson Sullivan, LLC)	<ul style="list-style-type: none">Matt, partner with Peterson Sullivan, LLC, Engagement Partner and Jack Holmes, Audit Senior Manager presented ARC 2017 audited financial.Unmodified-clean opinion.Board and staff discussed site audits, moving the disbursement requests to an electronic system, cost of providing staff with Orca cards, new accounting standard updates, and cyber security.Frana called for any additional questions.

		<ul style="list-style-type: none"> • Terry: Was there any added cost to the audit because of the change to the cash flow system from SPR? Peterson Sullivan, LLC: No. • Frana called for motion to accept audit. David moved to approve. Dennis moved to second. Vote on accepting the 2017 ARC audited financials-all in favor, none opposed.
12:58 p	Training Team Update (Debbie, Christy, Taryn)	<ul style="list-style-type: none"> • Debbie Barnes introduced the training staff. • In December we came together to make a work plan for 2018: advisory council training sessions, listening sessions for the field, annual spring training, new hire summer trainings, CPR/First Aid happens monthly, building blocks for positive behavior in child development series, director orientation checklist, field supervisor basics (fall), 30 hours STARS training in house. • Discussed specialized training for summer staff and focusing on RSJI training. • Highlighted partnerships. • Discussed PQI: Program Quality Initiative. • Looking at training from a quality and equity lens. We can send out our work plan electronically.
1:24	Quarter 1 Dashboard Report & Financials (Sharon & Sean)	<ul style="list-style-type: none"> • Presented Quarter 1 Dashboard • In the past we have lived on future revenue, but this is the first year of the accrual method. • Sean Hancock developed the dashboard. • Sharon: we are now 100% accrual.
1:40	Director's Report (Bill)	<ul style="list-style-type: none"> • Marketing: T-shirts for summer day camp, rolling out a new website. Promoting summer camps. • Development: added Robin Slutsky as new Grants and Sponsorship Administrator. Transitioning to Raiser's Edge. • Employee development: working on recruiting and retention, turnover in 2017 was 19%. • Wellness Committee: first Saturday in May participated in the Lung Force Walk. Raised \$366. • May is open enrollment. • Equity Task Force Recommendations. Staff recommends all five proposals. • Dave moved to approve all five proposals. Dennis second to approve. Vote to approve all five proposals- all in favor, none opposed. • Michael Cuadra, currently a Green Lake Advisory Council member, is a candidate for the ARC board. • Dave moved to elect Michael as an ARC board member. Bernardo moved to second. Vote to elect Michael to the ARC Board-all in favor, none opposed. • Christina Arcidy is leaving ARC.

2:16p	Review Assignments & Adjourn	<ul style="list-style-type: none">• Action item: Bernardo: requested 3-5 year equity plan that is sustainable. Bill: Starting training work, but need the advisory councils to participate. Bernardo: plan goes beyond just training. David: can you layout some structure for the plan? Mary: Would like to spend some time brainstorming how to involve advisory councils. How about a recording of the trainings?• Frana moved to adjourn, Dennis second. Meeting adjourned at 2:16.
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