

ARC Board Public Meeting

5/14/2019, 12:00pm-2:00pm, Densmore Conference Room – 8061 Densmore Ave N, Seattle, WA 98103

ATTENDANCE: Board: Jonathan Hartung (President), Frana Milan (Secretary), Mary Anderson, Dennis Cook, Bernardo Ruiz, Keturah Hallmosley, Kyle Vixie, Vinita Gupta, Dave Towne, and Terry Holme **Staff:** Bill Keller, Sonya Claxton, Sonia Doughty, and Emily Noel

Parks & Recreation: Jesús Aguirre, Justin Cutler, and Kathleen Conner **Visitors:** Judy Tangen and Jan Glick

Minutes:

WHEN	TOPIC	MINUTES
12:00 p 12:05 p	<p>Welcome & Introductions</p> <p>Determination of Quorum</p> <p>Consent Agenda</p> <ul style="list-style-type: none"> • Approval of Consent Agenda including: <ul style="list-style-type: none"> ○ May Meeting Agenda ○ April's Minutes ○ Director's Report <p>Review goals for today:</p> <ul style="list-style-type: none"> • Public Comment • Report out on Strategic Plan and Listening Tour • Report out on 2018 ARC Audit and Financials • RSJI Review • Transitioning to Governing Board 	<ul style="list-style-type: none"> • Jonathan Hartung called the meeting to order at 12:00 pm. • It was determined that a Quorum was present. • Jonathan called for motion to approve the Consent Agenda. Terry shared amendment to April's minutes: Rec Fest at Yesler Community Center is Sunday, not Saturday. • Jonathan called for motion to approve the Consent Agenda as amended. Dave Towne motioned to approve. Kyle Vixie seconded. Vote all in favor. None opposed. Amended Consent Agenda approved. • Welcome Jesús Aguirre and Kathleen Conner, great to see a full house. • Jesús began by saying thank you for time & opportunity, 1st public meeting on this topic, doing presentation, would like to do is have a conversation, strategic plan, big picture points working really hard to make sure that the people in community know it is about everything that the Parks does, not just park district, not the biggest part of our funding, this plan will inform what the Parks and rec should look like in years, we also want to have a conversation that is just about a list of what I want, let me know where I land on the prioritized list, think of where Seattle is as a city, think of big idea, the role we want to play in the community, will continue to be a big part of the community, couple of foundations things, values framework in terms what we think about, the work we do is fundamentally about people, want to understand what the folks we understand need, building maintaining for the people, have to engage w/ the people, meaningful & engaging to them, equity piece also critical...
12:05 p	Public Comment	<ul style="list-style-type: none"> • Jonathan asked if any public was present? Present: Judy Tangen, stated happy to be here.
12:05 p 12:35 p	Report out on Strategic Plan and Listening Tour	<ul style="list-style-type: none"> • Jesús continued to say these are decisions that we have to make based on equity, how do we work to support populations that are underserved, other big theme is that Seattle is different, was gone, different in 2-3 years, the way we do things has to be different, we have to be open to a new way of doing things, other piece we have to approach this in a way that is flexible, in the way that we build things, can we build 1 center, we have to be responsive, last piece; really look at being city wide solution, homelessness, displacement, we can't operate that we are just Parks & rec, all of the people we serve are facing these problems, reiterate, planning is about people, not something we do once, city & needs are changing, can't get comfortable, have to be thoughtful, planning is ongoing process • Kathleen shared context, where we are & where we have been, every 5 or 10 years we go out & talk to folks about where we are heading in the future, i.e. legacy plan, figure out next decade, 2019, think big about what we want to do in the city, it is a road map to guide the department, identifies key

Report out on Strategic Plan and Listening Tour Continued

goals & achievement, trying to build on legacy plan, working w/ change team, internal RSJ, really trying to look at it more broadly, went to ARC Presidents Meetings, have a number of task forces, work w/ task district, recently launched website, social media & EMC survey, get a card in the mail, hoping to reach about a 1000 people, divided into groups, what they have heard, sustainability, Equity, 2015 30 meetings over 3 months, safety in Parks, dog Parks, many of the same issues & themes are coming out in the process, where are we going, plans, working together, mission vision values, goal to create healthy people, issue of livability, environment & climate, how can we be safe & equity, continue to be a great city, inclusion, accountably, all very important, how we will get there, strategic plan to superintendent by Sept. this year, in the mean time doing technical work on financial plan, going on in the background, in the fall, shaded green, park district refresh, starting in Dec., do a little outreach, haven't planned meetings yet, but we will see, that planning will go to June or Nov., next plan for 2021, engagement, ongoing process, never ends, really trying to keep it up, not just start & stop, what is working, what has changed, a lot has changed in the last 5 years, last things established, council districts, doing 3 different kinds of survey, distributing posters, have stickers too, weekly surveys at CC and on line, EMC survey and look at recreation trends, other cities are doing some really cool things, invitation to our park and rec fest, two major events, June 1st at Green lake June 9th at Yesler, will have 3 booths, touch a truck for kids, Yesler new park is finished will use whole park for that, ARC will have booth there, how do you sign up for a scholarship, real basic info & easy ways to get it, in a way that is fun and engaging, how can we help in the future, working on video too, in couple of weeks, lots of interactive online conversations, trying to make it available & easy to access, not just a big meeting with a microphone, Jesús will be going out & doing listening tours, using community liaisons, doing smaller version of the survey, Park board meetings are open to all

- Dave inquired about not mentioning City Council to which Kathleen replied they have to approve financials, not strategic plan Jesús added as well as approving overall budget
- Kyle shared he spoke w/ gentlemen that worked w/ Belltown community council, just passing along his commentary, whether it be a short-term solution, there is that site opening up
- Kathleen responded there is a gap in that area, South Lake Union, Belltown
- Dennis Cook stated always a discussion about hours of operation & staffing, hours & things change
- Mary Anderson highlighted more staff & hours, staff that have time to interact, watching city change as native, Parks always been culturally touchstone in city, wasting & losing opportunities to engage
- Frana Mila cited w/ increase in density & different ways that people will be living in the city, common space inside with cc or outside at Parks, having access to green space increasingly important in future
- Mary mentioned pop up community centers, during spring & summer months, people know there would be a place for their kids to play or have a meeting, we have to be as imaginative about entrepreneurs are, in utilizing the space that we have, turning parking into Parks 1 time a year
- Bernardo Ruiz stated RSJI is top priority for Seattle, asked how are you scoring for ethnic populations?
- Jesús responded that is fundamental question, what community needs, how do we create plan that responds to those issues, we have to create because we don't have any more land, rather than pick on problem, we need to look at entire system, here are the things we do, the bigger idea, maybe we buy a Parks & rec van & we take into pop shelters, how do we respond to what is happening to the community, unapologetic to communities that need more, need to look into other ways to provide

**Report out on Strategic Plan and
Listening Tour Continued**

- Kathleen added also a map we have been using, showed at Presidents Meeting, looks at about 5 things, shows low opportunity areas, south, southeast, Bitter Lake, is something we are looking at the amenities in those neighborhoods, MSP has equity zones, specified 2 target areas that they focus on
- Jesús stated used to work w/ school district, NY & other places have done this well, be open to doing things differently, have spaces that aren't available, get together w/ schools to make it work, if NY w/ 1100 schools can figure it out, we can too, street ends/not being used, to serve what residents need
- Terry Holme highlighted major political element to all of this, Dave kind of mentioned it, Parks always needs to understand that it is a help serve thing, always going to be political resist to funding Parks adequately to serve its social services functions, acknowledge political piece, how it can benefit Parks & its service, 1 piece Park District started w/ more money & was essentially reduced by city council, through the process of planning translate the work of Parks as a social services, keeps places open & providing additional services
- Jesús said I think we are going to be less successful, if we go to CC & city council we need more hours, compared to going to them saying this is what our city needs, & this is how Parks can contribute to that, going to council to say give us back the money we had before, don't give us what we had before, give us what our resident's needs, it absolutely political, it is going to be challenging, but fundamentally they will support their constituents, we are still going to end up w/ a huge challenge, they have more needs, but can't pay any more taxes, we have to find the right balance
- Mary asked when you talk about partners, how are you defining that?
- Jesús replied in our view, it is whatever it looks like, we look at Seattle, we overlay maps, & look where needs are, keep mission & vision, there are gaps, some of the gaps we can do because we do well, some gaps are things we can't do ourselves, thirdly we aren't that good at, its more cost effect because someone is already in that community, other ways to provide the community, partnerships & collaborate in large way, making sure that needs of community are being met
- Mary mentioned thinking Seattle public schools Jesús responded lots of nonprofit orgs, we just need to do a better job at helping them help us, lots of resources in this city, sister agencies, housing, etc.
- Kyle cited lot of different channels for outreach, are you collecting where feedback is coming from?
- Kathleen answered definitely tracking it, check email every day, don't exactly know if we know where the survey responses are coming from, we will have some of that at meeting
- Frana said thinking about partnerships, different ways to think about Parks, different ways to think about Parks function, lives in Ballard, a lot of thinking, using 14th Ave., now nice little park, as Seattle agency, working w/ sister agencies, make it easier so doesn't take 12 years, think about developing that's happening, is there some way that Parks can work to preserve tree canopy, also concerned about future of pools, most built rapidly coming to end of life, in some communities is the only place can swim, in region w/ water is important skill, achieve water safety, lessons for our communities
- Jesus stated is exactly why we should be having these conversations, in isolation it's not exciting to talk about polls, these bigger ideas, we are creating an environment for future generations to thrive
- Jonathan expressed leveraging strength of partnership of Parks & ARC, real opportunity there
- Jesús shared engagement piece pushing, we also like to include staff, the people that deal w/ it every day should be the ones talking about it, way to get conversation
- Jonathan confirmed the ARC Board would support

	<p>Report out on Strategic Plan and Listening Tour Continued</p>	<ul style="list-style-type: none"> • Judy brought up CC playing vital role for homeless staff, our libraries also do that, are libraries systems & CC systems working on that?, using elementary school play areas, pressure from schools right now, for people just walking on grounds, most time big gate is shut, 1 thing at CC to have people coming & going, thinking you could turn it into community space, but issue of safety • Jesús responded that is the conversation we want to have, have been working w/ Justin & libraries, training protocols, their staff & our staff • Justin Cutler shared opportunity at Northgate, South Park, closed right now for renovations, when Northgate was constructed downsized library, reengaging, trying to address issues like that • Jesús said thank you for time, please feel free to send us thoughts, truly want to get thoughts & idea
<p>12:35 p 1:15 p</p>	<p>Report out on 2018 ARC Audit and Financials</p> <p>***Management=MGMT</p>	<ul style="list-style-type: none"> • Matt Matson, CPA, Audit Partner, and Jack Holmes, CPA, Audit Senior Manager from Peterson Sullivan LLP gave presentation of Year-End Audited Financial Statements, hand out of PowerPoint distributed • Matt stated will be going through handout, we do your audit & tax return, as far as audit we assist w/ putting statements together, required things that have to be reported, shocking, would know before now, it is our responsibility to audit them it is accounting department to put statements together, more significant ones for arc timing of revenue recognition, tracking net assets, donor for specific cc, tracking to make sure done appropriately, no audit adjustments, can use financials throughout year • Jack mentioned when ARC leases space from a school, school isn't timely, GAPP says should be noting when get it, some funding is considered an exchange transaction, GAPP would say would not have to • Matt cited no disagreements w/ MGMT, when statements ready have MGMT send letter, fees last 2 years, would expect go up more than \$100, discussed w/ MGMT didn't need to do site visits this year • Jack highlighted additional topics, lot of changes from accounting software, ActiveNet, PayCom, software allowed to upload info to software right from software, did perform walk throughs, systems designed are being carried out, Green Lake Small craft campaign, determined operating measure, change in net assets before & after it occurred, additionally, all nonprofits had standard come into place this year, added footnote disclosure to financials, what is new this year, new accounting standard, tax cut & jobs act, causing nonprofits, look at fringe benefits, to determine an unrelated business income, determined no additional taxes • Matt mentioned provide parking or orca card, taxable transaction for org, passed Nov./Dec. 2017 finally issued March 2019, got so detailed, took sign down by March 30th would be fine, level of detail • Jack shared what's new, footnote disclosure, quantitatively & qualitatively, what resources are available, any receivables you are going to collect, all nonprofits are required to do have extra foot notes, this year note 2 page 9 • Matt stated didn't write, normally write footnote, but management had to, what's available next year • Jack reviewed new financial statement, shows expenses by nature & classification, program, management, & general, user can see by class where that is going, pages 4 & 5 • Jack said in response to Vinita Gupta, no change in how it was done, always understood how they had been allocated, just shows in statements this year, no change in process itself, slide 9 shows ratios, working capital, little bit of dip in 2018, everyone is aware, market fluctuate, Dec. not greatest month for investment, 2019 will fluctuate again, point in time presentation, currently bench mark between 2 & 3 for nonprofits, met for last 5 years, 5 year look back, consistent & high in program services, is estimate, can look at how MGMT allocated • Matt clarified 2018 on right 2014 on left

	<p>Report out on 2018 ARC Audit and Financials Continued</p>	<ul style="list-style-type: none"> • Jack shared new line for campaign funds, investments another item to monitor • Terry mentioned page 9, recurrent ratio, point in time, because of this big change in cash flow, asked to what degree has it been impacted? • Jack responded great question, has been impacted, negatively, created deferred revenue, more affects current ratio • Terry asked if will average out, as have progressive years, 1st comparative year would be this year? • Jack replied 2017 not fully in effect, this year 1st year of effect • Bill Keller stated numbers for 2018 have more class software affect, 2019 audit reflect stronger ActiveNet software, comparing 2018 to 2019 apples & oranges, 2019 to 2020 more consistent • Dave asked if campaign is considered restricted to which Jack answered yes • Vinita inquired about donor advisory funds/DAF Matt clarified technically a DAF can't make a pledge • Jack shared has been pretty consistent, class fees increased over past 5 years, last year separated campaign contributions, to be able to compare year after year, any questions? • Dave verified no management recommendations • Jack replied nope, we are available throughout year, w/ questions, about standards, we are available • Bill cited done great job help us adapt, is accurate representation of 2018, hope board would accept • Jonathan called for motion to approve the presented year-end audited financials. Terry motioned to approve. Dave seconded. Vote all in favor. None opposed. Presented financials approved.
<p>1:15 p 1:30 p</p>	<p>RSJI Review</p>	<ul style="list-style-type: none"> • Bernardo said thank you for allocating time for very important conversation, when met w/ Jonathan discussed need to have conversation at every meeting, at every level, w/ full meeting scheduled today, bring people together that were together last meeting, open it to the people that were there • Mary shared appreciated conversation that was had, live w/ racial identity every day, comment has stuck w/ me, thought about it many times, thought it was very insightful, if you are white person you don't think about it, you aren't in situations where you are just 1, rallying in back of her mind • Frana stated think it was a good starting conversation for us, how to we as a group exercise out equity muscles, to keep them growing & strong, use it as a board, how lens affects us, how we operate, how it plays out how we provide governance to org, good to start having a regular part of it • Kyle cited what has been in news lately, w/ allocation & police in city, what areas were chosen, reminded him sometimes answers aren't easy, what is seen as equity by 1 group may not be seen that way by another group, whatever comes out of conversation, doesn't become part of plan that goes in drawer, committee to implementation • Vinita mentioned great start, going to take several years to evolve & change, would love to start engaging staff & AC, to find next steps • Bernardo highlighted RSJ is integral to work we do, do really serve the citizens, we also went through historical red lining, created oppression systems, reviewed map of Seattle, certain zones, Zillow still uses red lining to determine value of homes, because city of Seattle has a big RSJI, honor recognize & dignify citizens, awareness, knowledge, skills, usually forget about action, really need to be mindful of action part of work, when we get into deeper of what we are going to do, leaving legacy, leaving a more socially just ARC, UC Berkley created national best practices, create shared analysis, help us understand priorities, organizing, operationalizing, starting talk practices & policies RSJI

	<p>RSJI Review Continued</p>	<ul style="list-style-type: none"> • Bill stated noticed Kathleen & Jesús talking about new RSJI, work w/ Justin to make sure we are using it correctly, Vinita said something important, not quick fix, takes related long-term effort, we have strange things that happen in this country, we back slide a little, we have to remain • Jonathan inquired about getting new kit • Bill reminded Board Equity Task Force will prescreen, but proposals come to Board for approval, set aside about 100K, grant size limit is 10K, serve & touch more lives in more places, last year had 20K plus, did work, tool kit will come to you when the grants do • Terry cited wasn't there, already thanked Emily for good work on notes, better than have been in long time, suggest Bernardo when Emily is writing minutes, Bernardo & Emily could work together, didn't flow, to get our minutes useful, whoever is facilitating discussion, get to notetaker to put into format • Bernardo shared next meeting, implicit bias, racial equity, to get shared language
<p>1:30 p 1:45 p</p>	<p>Transitioning to a Governing Board</p>	<ul style="list-style-type: none"> • Jan had copies of collated Board assessment passed out and said lets insert board chairs academy, great moment in time to look at doc, that reps 1st steps in implementation to true governance board, meeting w/ Frana, met w/ Dennis this morning, meet w/ Terry tomorrow, Dave next week, then Vic, to build on work done today, ARC does have complete succession plan, great to be able to say it has organizational assessment, not a strategic plan, does create a plan, governance roles coming along nicely, filling out assessment today rather than 1st board chairs academy, coming right along, rating ourselves highest in mission & values, well grounded in mission & values, yellow shaded, is Jan's stab at the pieces that can be looked at next, 1st page what you already have, mission vision value, governance needs to be consistent, 2nd page- 15 years for strategic plan, took stab at it, assessment goes to core thing he is calling constituency, we are posed to develop a strong constituency, for Parks, for ARC programs, throwing out as directions, directed pathways, building constituency, Parks & rec budget, ARC budget, good piece of direction, secondly assessment showed, agreed upon a closeness to Parks, but ARC is independent, even though bonded to Parks, lastly, is a directed pathway, governance, moved to look at everyone, don't want to dump more work on staff, but raise them up • Jan shared 3rd page of assessment, conceptionally, those that have met w/ Jonathan & Jan, w/out calling it committee structure, governance, & advocacy & outreach, work of assessment, how org could build relationship, to explain all the way up to the Mayor, all of the things that you want to abdicate, advocacy external bucket & governance internal bucket, get 2 groups, for next 6 months or year to get things going, next 3 pages, these are things that a board does, highlighted in yellow, tasks that need to be done, white is already done, in process, scheduled, i.e. succession plan for 2019, done, concept would be these 2 focus areas start getting together as "committees", meet, evenings, maybe do through Zoom, cut down dealing w/ traffic, but give facetime, maybe ARC board could meet every 2 months, committees every month, as we lead into summer, may form basis for retreat, are the directive pathways on point, how board can play role in constituency building & governance • Bill highlighted Parks been around for 43 years, time to mature as an org, for better or worse like it or not, you're all charged w/ responsibility of who ARC is going to be & what ARC is going to do, you looked at financial reports w/ auditors, we touch a lot of lives every day & come out of that w/ clean audit, only 2 adjusting entries, spring board for other direction, when & how we do that is up to you • Kyle mentioned when it comes to constituency, w/ other 3rd places, have libraries & school districts, activating space & communities, think of Parks department as largest client, but be open to other partnerships, plugging in w/ all partnerships, because of how things have been changing, active in

	<p>Transitioning to a Governing Board Continued</p>	<p>spaces that aren't currently being activated, other thought, as well, there are private places, large new hockey facilities, in Northgate, open to public, looking for operator, do we want to look at ourselves as open to those, private properties, makes sense w/ what Jesús was talking about, exploring other opportunities w/ other partners</p> <ul style="list-style-type: none"> • Mary stated all of this very well timed, right now we have this partnership w/ Parks, how can we activate the different AC that feed community input into this org, by actively engaging in a process, as actively engaging in AC do a tremendous amount of good for citizens, holding elected officials, remember about forward thrust, excitement about citizens coming & saying they want an input, we have all benefited from the forward thrust, this has potential to emulate, citizens being exciting about having a voice, very exciting, think a lot of it, thank Bill & staff, all the hard work that has happened in the last couple of years, org has come to a point where we have to step into the leadership that is required, it's our legacy • Jonathan asked any other comments, list of focus areas, Emily to establish a Zoom account that Board members can access, could be meeting from living rooms • Jan clarified w/in the next 30 days • Jonathan said 2 focus groups will be meeting via Zoom & report • Mary requested sending out lay out again for focus groups • Terry inquired about Doodle Poll results Jonathan replied Emily to collected results, more to come • Jan cited retreat discussion at meeting in 2 weeks
<p>1:45 p 1:52 p</p>	<p>Review Assignments & Adjourn</p>	<ul style="list-style-type: none"> • Jonathan requested introductions from the new faces in the meeting • Stew Mitchie introduced himself as programming partner w/ ARC, through basketball, CC around Seattle, wanted to learn more about process, see at next board meeting, time on agenda, how partnerships w/ ARC other outside businesses, could be karate person, how we could work effectively • Erica Olsen introduce herself & stated CC being affected limited times, want to make sure programs offered still what kids & community needs, where we live has a lot to w/ social economic status, cost effective, scholarship opportunities • Judy offered challenge, staff w/ staff there work w/ staff here, working w/ us as AC, wonderful Board, very impressed, CC level AC not getting any of this, concern, she comes so she can go back to council, great council, pretty positive, understand some better than others, how to get them there • Jonathan stated board has recognized need to reach out to AC more directly, to educate & listen to gain understand how partnership works, what needs are of each, there is loose plan Mary & advocacy group, to get board members 1 or 2 attend on quarterly basis, to provide info, proactively reach out & clarify relationship, all work w/ AC don't know who ARC is, improving somewhat, but commitment • Judy stated as educator busy schedule, somebody that understands both sides of it • Jan mentioned presentation today, implementing, recognizing that • Judy shared about summer AC meeting, July 10th, barbeque at her house, 6:30 until whatever, very social evening for council, do twice a year to connect, helps family to understand, CC coordinators appreciate ARC raising funds, see benefit of having ARC in life • Jonathan called for a motion to adjourn meeting. Terry motioned to adjourn. Bernardo seconded. Vote all in favor. None opposed. Meeting adjourned at 1:52 pm.