

ARC BOARD MEETING MINUTES

April 4, 2012

The ARC Board meeting was called to order by President, Charlie Zaragoza, at 6:40 pm. Board members present were Eddy Hiroo, Doug Dunham, Al Hovland, Julie Morse, Anna Martin, Belinda Green, Charlie Zaragoza, Judy Tangen, Bruce Bentley and Adrienne Bailey. Darrell Drew, Edith Elion & William Lowe were excused. Erika Allen and David Lee from Peterson Sullivan LLP were guests.

ARC staff present was Bill Keller, Christina Arcidy and Sharon Mauze. Seattle Parks was represented by Sue Goodwin.

It was determined that a quorum of Board members was present. The approval of the agenda was offered by Belinda Green and seconded by Anna Martin.

The approval of the March minutes was offered by Belinda Green and seconded by Doug Dunham. Minutes were approved for March.

Public Comment: There was no public comment at the April meeting.

Audit Report:

Erika Allen and David Lee of Peterson Sullivan LLP, Certified Public Accountants presented the Audit report as of December 31, 2011. The audit was conducted in accordance with auditing standards generally accepted in the United States. The audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. The audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement as presented by ARC. Mr. Lee and Ms. Allen reported there were no major findings in 2011. The Independent Auditor's Report was presented to the BOD by Power Point presentation. The Board would like to congratulate and thank Sharon and team for a great job on the 2011 audit.

Executive Director's Report:

Bill reported that the unaudited financials for March reflect some new information:

- a) Total Revenue for the first two months of 2012 is now flat compared to 2011.
- b) Recreation Scholarships YTD total \$29,215 compared to \$588 for 2011.
- c) General & Admin expense is down 24% YTD.
- d) Projected YTD Net Gain from Operations is close to \$120K or 50% of 2011.

The 2012 Winter Quarter for School Age Care is averaging 1335 participants in the "Before and After School Program" compared to 1396 for 2011 and 1328 for 2010.

RecTech Labs have reported record attendance numbers this quarter, showing over 9700 visits. Currently, RecTech delivers three after school internship programs for the Winter Quarter with 27 interns earning \$300 stipends for their work on graphic design, digital animation, and video journalism.

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We are planning 7 internship programs for the summer where 75 interns will earn stipends of \$599. RecTech is off to a great start for 2012.

ARC has been continuing to work on partnership issues around the Rainier Beach Community Center and the need for teen programming during the construction. On Thursday the partnership met to discuss the possibility of providing teen/middle school programming at South Shore Elementary School for 15 to 18 weeks. Brian Judd, Senior Coordinator for the Southeast GEO group, Jeron Gates, Coordinator of the Teen Violence effort, Cheryl Fraser, Sue Goodwin, Christina and Bill met to discuss the issue. Based on that meeting Bill would like the BOD to consider a motion to contribute \$15,000 of the Child Care Fund balance to this partnership effort. ARC's funding would go to provide transportation funding for swimming and field trips plus some funding for snacks. ARC's contribution would be combined with staff and resources from the Parks Department to deliver the program.

After a short discussion, Adrienne Bailey made a motion to contribute \$15,000 from the ARC Child Care Fund to support the middle school/teen program at South Shore Elementary School for up to 18 weeks in 2012. Al Hovland seconded. Motion was passed.

Deputy Director's Report:

Christina advised the BOD that Belltown Community Center bids came in \$200k over budget, so Parks and the landlord are reviewing the bids and making adjustments to the project plan to come in within the budget.

ARC and the Y are still working on the operations plan and all adjustments in the building will have no impact on programming. Opening date has been moved out until mid-August based on the changes to plans and when construction can begin.

ARC is currently hiring for Summer Day Camp positions. There have been 130 applicants with 60 screening interviews scheduled. There are 50 open positions. Seventy percent of the Day Camp positions are being filled with current or returning staff. We are opening Southwest, Miller and Loyal Heights for summer camps this year.

ARC currently operates 14 Preschool Programs across the City. In May, ARC will wrap up five months of training on Creative Curriculum, a nationally recognized research-based curriculum based on how young children develop and learn. Implementation of the curriculum will occur when we open in September 2012.

Committee Reports:

Finance/Budget Report: Covered in ED report:

Nominating Report: A report will be made to the BOD in May. The committee is continuing the research on the By-Laws section.

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Outreach Committee Report: No report at this meeting.

New Business: Charlie advised the BOD that a working meeting is possible on April 30, 2012. Please mark your calendars. He will let the BOD know later this month location and time.

Next Meeting:

The next General Meeting will be held on May 2, 2012 at 6:30 pm, 100 Dexter Ave.

There being no further business, Belinda made a motion to adjourn and Doug seconded. The April board meeting was adjourned at 8:20 pm.

Respectfully submitted,

Julie Morse
ARC Board Secretary