

ARC: Board Meeting Minutes

4/5/2017, 6:30p-8:30p, 100 Dexter, Parks Board Room

EXPECTED ATTENDANCE: **Board:** Jonathan Hartung (President), Vic Roberson (VP), Dennis Cook, Terry Holme, and David Towne. **Staff:** Bill Keller, Christina Arcidy, Rachel Sorrels, Sebastian Wilson, Leslie Howle. **Parks & Recreation:** Trevor Gregg. **Visitors:** Mary Anderson (prospective board candidate).

EXCUSED ABSENCE: Trang Hoang, Bernardo Ruiz, and Frana Milan (Secretary).

Minutes:

WHEN	TOPIC	MINUTES
6:39	<p>Welcome & Introductions (Jonathan)</p> <p>Consent Agenda</p> <ul style="list-style-type: none"> Determination of Quorum (5 of 8 members) Approval of Agenda Approval of Minutes <p>Review goals for today:</p> <ul style="list-style-type: none"> Fill empty seats on the board. Receive equity updates. Take action on budget amendment process. 	<ul style="list-style-type: none"> Jonathan called the meeting to order at 6:39. Jonathan asked for a board member to record 2 motions during tonight's meeting, and Terry volunteered. Board, staff, and guests introduced themselves. It was determined that a quorum was present. Jonathan called for a consent of agenda. David moved to approve the agenda, Dennis second. Consent agenda approved.
6:42	Public Comment (Jonathan)	<ul style="list-style-type: none"> No public comment.
6:42	<p>Board Recruitment (Jonathan)</p> <ul style="list-style-type: none"> Candidate updates 	<ul style="list-style-type: none"> Asked Mary to highlight her background and experiences. Jonathan called for a motion for a vote to approve Mary joining the board. Dennis moved to approve Mary joining the board, David second. Motion carried. Jonathan Called for written votes. 5 approved, no opposed. Mary joined the board at the table.
6:51	<p>Wells Fargo Divestment Request (Sebastian Wilson)</p>	<ul style="list-style-type: none"> The ARC Equity Team has written a letter that is a request and suggestion for ARC to divest and move away from doing financial business with Wells Fargo, because of Wells Fargo's involvement in the Dakota Access Pipeline and fraudulent treatment of their customers. This would follow the City of Seattle's action. Recommendation and statement from the Equity Team. Jonathan: I encourage trying to find a local bank if possible. ARC is Unable to use a credit union due to our arrangement with the City.

		<ul style="list-style-type: none"> • Bill: Trying to finding a bank that will handle our arrangement with the city will cause some complications. • Vic: If we question the business actions of all the venders we work with, this could open bigger issues. We need to be aware of that. • We don't have to do business with the same bank as the city. We don't necessarily benefit from doing business with the same bank as the city. • Our investment account is through Wells Fargo. They gave us a substantially discounted service because we banked there as well. • Terry: I'm interested in what direction you need from us? • Bill: This would be a staff decision with board direction. • Terry: It would be nice to see a timeline of the transition. • Bill: We would like to shoot for something that would make sense for 2018. • We will take recommendations from the board. • Mary: Maybe pulling the money isn't the best strategy. Maybe there is another way to come together collectively with other communities to influence the bankers. Because of the complexity of the issue. • Bill: Bank selection will be based on the kinds and types of services that we need, and what is affordable. • Terry: For investments, you can ask to only make socially conscious investments, but institutions won't give a clear return on those investments. That is important to consider when making that decision. • Leslie: In doing research we have found that sometimes local banks are eager to do business, and offer great deals.
7:13	Diversity, Equity, and Inclusion Project (Sebastian Wilson)	<ul style="list-style-type: none"> • Current survey that went out to all regular staff, not instructors or officials, that closes today. • We lack data and demographic information on our employees. • Drafted proposal for SU interns to come work with ARC. Interns came to work with ARC on what they've called the Diversity, Equity and Inclusion study. • Survey sent out to 340 employees. Last week 60 had responded. • Interns will bring a report to the May board meeting. Will not release the raw data to ARC, but will generate a few reports for us. • The interns developed and generated the survey. • Looking at this as a way to find out where we are. In six to 12 months, after some work, re-survey the staff to see if we have improved. • Lack the information around whether or not our staff is reflective of the communities we serve. • Their goal was a 50% response rate.
7:31	Budget Amendment Process (Christina)	<ul style="list-style-type: none"> • Talking about the Advisory Council Budget Amendment Proposal and process. • Advisory Councils are no longer relying on the fund balance to make program changes during the year. • ARC has always had in place a policy that any advisory council that wanted to make a budget change of more than \$5,000 required board approval, but we've never had a formal process for that. • Current version of the form was sent to SPR management and leadership.

		<ul style="list-style-type: none"> • The point is the budget change must meet SPR/ARC goals, and to make sure it was reviewed by the necessary parties before moving forward. • This form will be available electronically. • Realistic timeline is 60 days for approval after sending into their manager. • This is for any budget change that is for \$5,000 or above. • Jonathan: What's an example of such an issue? • Bill: They can repurpose a line item unless that doesn't fit with the partnership. • This is for spending outside of repurposed funds, which will usually be special projects. • Will start to see more of these over time until we become more practiced at the budgeting process. • Mary: What's going to happen to help people understand the 60 days? • May run into a situation where someone is in an emergency, and we have to move the process along quickly. • There will be a communication strategy to recreation staff and advisory councils about the process and time frame. • It's important for people to understand the thought process behind it, and the meaning of stewarding public funds. • Vic: The form should include a statement about Equity. • 60 days is the worst case based on date received, when Christina and Bill meet with Kelly and Katie, and when the board meets. • Jonathan: Could this process be done via email? Bill: One of the things that brings richness is the dialogue and discussion from the board meeting. • Jonathan: Anyone have edits to propose? • David: Doesn't have to wait for the board to meet. • Bill: The \$5,000 standard was set years ago. If the board wants to change it, then that is a discussion that can be had. • Terry suggested edit: for the Internal use section add a line item for date received. Agree with Vic that a line about equity objectives be added on the front page. • Motion made by David to approve the Advisory Council Budget Amendment Proposal with the suggested additions. Dennis second. Motion passed.
8:07	Director Report (Bill)	<ul style="list-style-type: none"> • Unaudited net revenue for quarter end March 31st reflects a 11.4% increase over the previous year. • School Age Care up 21% YTD. • Opened a new SAC site at John Muir. School District may ask for an RFP after next year. • Preschool remains healthy with a 3.5% increase over last year. • Fitness rooms went to no fee December 31st. • Youth sports up 7.2% for the quarter. Enrichment up 16.6% over same time last year. • Adult sports is up 35% over last year. • Total year to date revenue is \$5.58 million for first quarter, compared to last year at this time when we reported \$5.2 million.

		<ul style="list-style-type: none"> • Just finished 2016 audit, and Peterson audit will be at May board meeting to present the audit • Currently reviewing employee benefits for 2017, will have update in May on where that is going • 58 position opening, 148 staff, currently trying to hire 21 staff • Editorial in the Times about Green Lake Community Center. Did a walk through with staff, Jesús, concerned citizens about two weeks ago. • There is a well-organized community group working to get a petition together to get the Green Lake community center replace, and a petition to have the parks district dissolved.
8:32	Review Assignments & Adjourn (Jonathan)	<ul style="list-style-type: none"> • Dennis moved, to adjourn. Jonathan adjourned the meeting at 8:32.