

## **ARC BOARD MEETING MINUTES**

### **September 5, 2012**

The ARC Board meeting was called to order by President, Charlie Zaragoza at 6:45 pm. Board members present were Julie Morse, Anna Martin, Charlie Zaragoza, Judy Tangen, Darrell Drew, William Lowe, Al Hovland, Adrienne Bailey, Kate Sackett and Doug Dunham. Eddy Hiroo, Belinda Green, Jourdan Keith, and Edith Elion were excused. Bruce Bentley was not present. Guests were Jean Kasota, SAC Program Director and Sebastian Wilson, GTLC.

ARC staff present was Bill Keller and Christina Arcidy. Seattle Parks was represented by Sue Goodwin. The ARC Board meeting was held at the new Belltown Community Center. Belltown (interim) staff present was Kerrie Stoops, Darin Olsen, Trevor Gregor, Conor Durham & Faizah Osayande.

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

The approval of the August minutes was offered by Anna Martin and seconded by Kate Sackett. Minutes were approved for August.

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

Bill introduced Jean Kasota and Sebastian Wilson who gave us an overview of the Race & Social Justice Initiative (RSJI). RSJI was launched by former Mayor Greg Nickels in 2002 in order to address the disproportionate disparities faced by people of color in Seattle. RSJI envisions a city where racial disparities have been eliminated and racial equity achieved. The mission is to end institutionalized racism in City government and promote multiculturalism and full participation by all residents. The new three (3) year plan that began in 2012 focuses on: Applying racial equity tools to department programs and project; Building racial equity into policies and initiatives; and Partnering with other institutions and the community. Sebastian told the Board that every City department has a member on the RSJI team. Jean and Sebastian will return (at a later date) to update the ARC BOD with their progress.

#### **Executive Director's Report:**

Bill reported that Revenue through August is up 7.5% compared to the same period a year ago. A revenue snap shot from the same period (2011) reflected a 3% increase. This is very exciting news. The Budget forecasts and Mayor McGinn's press release from Tuesday, September 4, 2012 tells an encouraging story for the 2013 budget announcement. Mayor McGinn will announce the details of the 2013-14 budget on September 24, 2012. Bill is requesting that we review the completed financials when they arrive later this month.

Bill reminded the ARC Board of the Youth Scholarship Fund Golf Tournament scheduled for September 22 at West Seattle Golf Course beginning at 2:00pm. The Golf Tournament is to benefit a variety of youth programs and is sponsored by Seattle Parks and Recreation.

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Licensed Summer Day Camp averaged 1090 children each week for the 22 camps around the City. Before and After School programming started September 5. ARC expects sustainable enrollment to build throughout the month.

RecTech update: Bill reported 75 students completed the RecTech internships this summer. Internship showcases were very well attended, particularly the event for Yesler and Garfield interns. This event was held at the Northwest African American Museum. It was the screening of Garfield's film about the Airmen's Central District roots. Several Tuskegee Airmen were in attendance. Deputy Mayor Darryl Smith proclaimed August 29, 2012 to be Sam Bruce Day, honoring the Sam Bruce chapter of the Tuskegee Airmen, based in Seattle.

Community partners from Seattle University were in attendance for the screening of the Yesler intern's work, documenting how the proposed redevelopment of Yesler Terrace will impact the community and its residents.

ARC is very proud the RecTech program and all its accomplishments this summer. There are 5 internship programs, serving 50 youth planned for fall quarter starting late September. The focus for fall quarter will be Digital Animation, Music Production, Digital Journalism and Audio/Radio Production.

### **Deputy Director's Report:**

Welcome to the new Belltown Community Center! The Open House/Grand Opening is scheduled for September 14 from 4:00pm-8:30pm. The Belltown Community Center team has been meeting and working with the Belltown Community for programming the site. The ARC Board is invited to share in the festivities.

Christina reported that Regent Brown is our new HR Coordinator replacing Petaki Cobell. Regent most recently served as the Hiring Coordinator at Warehouse Demo Services, the company that does food demonstrations and samples in Costco's retail warehouses. Regent has a good understanding of our decentralized business model with employees working in 40 locations for only a few hours each week.

This summer ARC conducted a pilot project aimed at improving the recruitment and selection of recreation instructors. Historically, most of the recruitment and selection for recreation instructors (approximately 80% of employees) was completed by the Assistant Coordinators at each location. Because the Geographic Model resulted in less people to do the work, ARC implemented a new pilot process for recruitment and selection. The new process gave ARC's HR department more of a hands-on role with the process, and it updated how communication occurred between ARC and the Assistant Coordinators. This new process also provides ARC information on the volume of positions to fill, how much time it takes to recruit through different avenues, and how ARC can better use the applicant tracking system to automate some of the processes.

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September 1, 2012 kicked off the new Seattle “Paid Sick and Safe Time Off” policy. All eligible employees have been enrolled in the payroll system and began acquiring hours on September 1. Each ARC employee received a letter and a brochure explaining the new benefit. ARC will update us in the coming months as we learn more about the financial impact of the new employee benefit.

### **Committee Reports:**

Finance/Budget: Covered in the ED Report

Nominating Report: We are still recruiting potential board member. We have two Board positions that we would like to fill for 2013.

Outreach Report: No report at this meeting.

### **New Business:**

There was no new business to discuss at this meeting.

Adrienne thanked the board for the flowers and well wishes that we sent during her recent illness.

### **Next Meeting:**

The next meeting will be held on October 3, 2012 at 6:30 pm, 100 Dexter Ave. There being no further business, Judy made a motion to adjourn and Adrienne seconded. The September board meeting was adjourned at 8:30 pm.

Respectfully submitted,

Julie Morse  
ARC Board Secretary