

Roll Call

- 1.) Tom B. - Present
- 2.) Kaileah B. - Present
- 3.) Brian A. - Present
- 4.) Katie L. - Present
- 5.) Julie H. - Present
- 6.) Karen E. - Present
- 7.) Ryan D. - Present
- 8.) Mike E. - Present
- 9.) Christiana O. - Present
- 10.) Becca B. - Present

CEO

- 1.) Roberto J. - Present

Board/Public Guest:

- 1.) Daryl – Public Guest.
- 2.) Vinh Tang – City of Seattle Board Meeting Rooms Scheduler Liaison
- 3.) Judie Messier – Public Guest
- 4.) Zach – Public Guest
- 5.) Mary Kress – Public Guest
- 6.) Allan Francis – Public Guest
- 7.) Ben Ferlo – Public Guest

Seattle Social Housing Developer

August 2025 Board Meeting Agenda

(regular meetings 3rd Thursday every month)

Date/Time: Thursday August 21, 5:30 - 7:30pm

Meeting Location: Seattle City Hall, rm L280 | (mask required for in person attendance)

Online option:

<https://seattle.webex.com/seattle/j.php?MTID=mbd809efc732765889405b07136c499c1>

Reference Materials for this meeting:

- Today's Agenda
- July 2025 meeting minutes (digital)
- July 2025 Cash-Flow & Financial Report
- SSHD Board Stipend Policy

5:30pm (2min)	Call to Order @5:32pm <ul style="list-style-type: none"> • Role Call • Review & Approve Agenda <i>Items for Approval:</i> <ul style="list-style-type: none"> • Today's Agenda • July Meeting Minutes <ol style="list-style-type: none"> 1.) Tom is calling to approve today's agenda Approved @ 5:34pm Mike Abstained 2.) Ryan motions to approve July agenda minutes, Brian seconds, Approved @ 5:35pm Mike Abstained 	Tom (Chair)
5:32 (20min)	Public Testimony <ol style="list-style-type: none"> 1.) No Public testimony 	
5:52 (18min)	Board Issues <ul style="list-style-type: none"> • Welcome Becca Book • Stipend policy update • Election for new liaison position • <i>Item for approval: Stipend Policy</i> • <i>Item for approval: New liaison</i> <ol style="list-style-type: none"> 1.) Tom welcomes Becca Book, Becca gave us a summary of her background and her excitement to be able to join to board. 2.) Tom is asking for questions and comments on the board stipend policy, 3.) Kaileah – one of the things the policy says we are going to form a board stipend review committee, are we going to move that to next year since we just updated the board stipend. 4.) Kaileah – our Charter leaves room for the rest of our board to receive stipends, and that with the 	Tom

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conflict-of-interest portion of the charter that says no board member receiving the board stipend wouldn't be able to make decision making choices on the stipend.

- 5.) Christiana – voiced that she didn't agree with the part to exclude board members that are receiving the stipend.
- 6.) Becca – would those receiving the stipend get to have input but not get a decision-making vote.
- 7.) Brian – it's an interesting situation where boards that pay themselves don't usually abstain themselves.
- 8.) Ryan – i am a little unclear on if someone who is eligible to receive it chooses not to take the stipend, are they able to be in on the conversation.
- 9.) Roberto – that would not be the approving action there would need to be a proceeding action that happened before.
- 10.) Julie – just to clarify what the intention was, they would reach out to all stipend board members and get feedback. And it gets voted as a separate item, those receiving the stipend wouldn't be able to vote because of the conflict of interest.
- 11.) Kaileah – tom you said legal counsel didn't see an issue, Roberto you said there is a potential prohibition.
- 12.) Roberto – they said there was a potential prohibition,
- 13.) Ryan motions to table this policy until next board meeting Kaileah seconds, Passed unanimously @ 6:00pm
- 14.) Tom is explaining the Board liaison position, Julie has nominated herself.
- 15.) Kaileah – let the full board know that this is position number 5,
- 16.) Tom asked for nominations.
- 17.) Julie – gave us her candidacy statement, and a brief background on herself.
- 18.) Mike – is that going to affect the real estate committee.

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	<p>19.) Roberto – i think it would be valuable to have real estate experience on the executive committee.</p> <p>20.) Brian moves to have julie on the executive committee, mike seconds, Passed @ 6:07pm Julie Abstains.</p>	
<p>6:10 (10min)</p>	<p>Finance Report</p> <ul style="list-style-type: none"> Review Monthly Financials <p><i>Items for Approval:</i></p> <ul style="list-style-type: none"> Monthly financial approval Monthly transaction report approval <p>1.) Brian – After approving the revised budget of 2025 last month, I created a knew template and went over the budget with the board. We will remain overbudget on legal counsel for the year, brain asked if anyone has questions.</p> <p>2.) Karen – this is a definite improvement; it might be helpful to get more specific, i don't see this all the time because I'm not on the finance committee so it's more helpful to have more context.</p> <p>3.) Brian – reviewed the voucher report, what is being accrued and what has been paid</p> <p>4.) Karen – can we see a year to date at some point.</p> <p>5.) Brian – went through the new template that he created, to help the board to read our budget better.</p> <p>6.) Brian – we will continue to receive the documents created.</p> <p>7.) Kaileah – you mentioned the legal counsel bill but I'm not seeing it on the list, Brian let her know we paid it in august</p> <p>8.) Kaileah – Mainly i don't want the policy to make promises we can't keep about confidentiality.</p> <p>9.) Kaileah Moves to approve the monthly financials, Becca seconds Approved @6:24pm</p> <p>10.) Kaileah moves to approve transaction report, Brian seconds, Approved @6:24pm</p>	<p>Bryan (Treasurer)</p>
<p>6:20</p>	<p>Real Estate Committee Update</p>	<p>Roberto, Julie</p>

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(10min)	<ol style="list-style-type: none"> 1.) Mike – gave a brief update 2.) Roberto – gave us an update about the projects x, y, z 3.) We are on track to 4.) Mike – Julie and I have been meeting with UW, made more of a brief update to the board about real estate. 5.) Roberto- gave an update about what mike shared. 	
6:30	- 10min break – Board went on break @6:31pm returned from break @6:41pm	
6:41	<p>Investigation Update</p> <ol style="list-style-type: none"> 1.) Brian – in the last month Ryan and i have been working with our labor law firm with Dimitri, the 3 different firms each submitted proposals to do the work, Sarah the partner of Dimitris firm. 2.) Ryan – they were on the short list that Karen suggested, Onika has the most reasonable rate and can start next week, Aviva was our second pick, our third pick was Trish murphy, 3.) Brian – our recommendation is Centi law with Onika, 4.) Tom – i would assume they would ask which the best form to get the information back to the board. 5.) Karen – I want to thank Ryan and Brian for getting this work under way, I'm wondering if we can get a broader view shared to the full board and have the backup option to have the summary report. 6.) Karen – it's definitely the most cost effective. 7.) Kaileah – i wanted to make sure it stated clearly, investigation of you as our CEO, to include assessment of your fulfillment of the core competencies of the role, your professionalism, communications, and the allegations of anti-Black racism and demeaning board members 	Brian, Ryan, Tom

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	<p>about the investigation asked at the July 9th board meeting.</p> <p>8.) Tom – gave us an update about the matrix that was created about Responsibilities will be part of that board development.</p> <p>9.) Kaileah – i think that i asked if there is how much we are going to vote on the investigation,</p> <p>10.) Karen moves the contract with Onika from Centi for the investigation firm, Tom seconds, Christiana abstains, Approved @6:56pm</p>	
6:57	<p>IT update</p> <p>1.) Brian – we have appointed a new firm COMPASS MSP, they have jumped in with both feet they got our emails working</p> <p>2.) Roberto – their communication is very thorough.</p> <p>3.) Brian – coincidentally our website went down over the weekend, Wix is in communication with us, Kevin at compass is working to get that resolved.</p> <p>4.) There is one lingering issue, we are working off our personal devices, normally the company issues laptops, and a bunch of us using personal devices,</p> <p>5.) Ryan – asked about the shared drive permissions getting fixed or updated.</p> <p>6.) Tom – we will send out an email of compass msp contact info</p> <p>7.) Kaileah – the issue about uploading security on personal devices, is this going to be a decision brought back to the full board or where will that decision be made at.</p> <p>8.) Tom – whatever decision is made needs to be brought back to this full board.</p>	Brian
7:07	Communications Committee Update:	Ryan, Roberto

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(5min)	<ol style="list-style-type: none">1.) Ryan – For people who aren't on the communications committee, i am the new comms chair, the big one is working on the 6-month communications plan, and gave a brief update about the communications plan, Ryan gave a brief update about what pyramid has been doing since they been with us.2.) Roberto – Julie had mentioned earlier how the committees have been cycloid, i also want to thank Ryan for taking on the chair role, and that katie has taken a hiatus from comms committee, I hope to see her back soon. I would encourage you all to follow the social medias pages we have.3.)	
7:20 (3min)	Reminders & Announcements <ol style="list-style-type: none">1.) Katie – reminded the board about the Holiday break coming up in November, and the winter break in December.2.) Roberto – i have taken the strategic plan and moved it into an operations plan with a matrix.	
7:30pm	Adjourn @7:22pm	