

March Board Meeting Minutes

(regular meetings 3rd Thursday every month)

<p>Date/Time: Thursday March 21st, 5:30 - 7:30pm Meeting Location: Seattle City Hall, rm L280 Online option: https://seattle.webex.com/seattle/j.php?MTID=mbd809efc732765889405b07136c499c1</p>		
<p>Reference Materials for this meeting:</p> <ul style="list-style-type: none"> - Today's Agenda - February meeting minutes - 18-month Plan (draft) 		
5:30 (30min)	<p>Call to Order Confidential Discussion Items EXECUTIVE SESSION</p> <ul style="list-style-type: none"> • CEO Search Updates (candidate pool) • PDR from Seattle Chamber 	Kaileah (Chair), Linny Simkin, Tori (Hiring Committee Chair)
6:00 (2min)	<p>Review & Approve Agenda <i>Items for Approval:</i> Today's Agenda; February Minutes</p>	Kaileah (Chair)
6:02 (10min)	<p>Hiring Committee report</p> <ul style="list-style-type: none"> • Process • Next steps & timeline 	Linny Simkin, Tori (Hiring Committee Chair)
6:12 (up to 30min*)	<p>Public Testimony</p>	
6:20 (5min)	<p>Board Attendance Status <i>Items for Vote:</i> addressing board commitment and potential removal of board members with 3 consecutive unexcused absences.</p>	Kaileah (Chair)
6:25 (10min)	<p>Finance & Audit Committee Updates</p> <ul style="list-style-type: none"> • Finance Report 	Chuck (Treasurer)
6:35	<p>- 10min break -</p>	
6:45 (5min)	<p>Executive Committee updates</p> <ul style="list-style-type: none"> • Land board retreat date: April 13? 	Kaileah
6:50 (10min)	<p>Communication Committee updates</p> <ul style="list-style-type: none"> • Updates on website • Updates on blog post on our work to date 	Devyn (Comms Chair)
7:00 (10min)	<p>Real Estate Committee updates</p>	Brian/Julie

	<ul style="list-style-type: none"> Ongoing board learning, precursor to establishing/selecting development approach 	
7:10 (15min)	18-month Plan <ul style="list-style-type: none"> For review and initial discussion (to be further developed potentially at Board Retreat) 	Kaileah, All
7:25 (5min)	Reminders & Announcements	Kaileah, All
7:30pm	Adjourn	Kaileah

Attendance:

1. Julie H - Virtually
2. Kaileah B - In Person
3. Kay Z - Virtually
4. Tom B - Virtually
5. Alex L - Virtually
6. Brian R - Virtually
7. Mike E - Virtually
8. Wylie D - Virtually
9. Chuck D - In Person
10. Tori NF - In Person
11. Katie L - Virtually
12. Devyn F - In Person

Board Guest/ Public Guest:

1. Amy B - Board Consultant
2. Linny Simkin - Hiring Search Firm
3. Bar bay Dow - Hiring Search Firm
4. Lilly Hayward - Public Guest
5. Judie Messier - Public Guest
6. Naishin Fu - Public Guest

Meeting Minutes

1. **Review & Approve Agenda**
 - a. Today's Agenda - Kaileah Motions for approval
 - b. February's Meeting Minutes - Kaileah Motions to edit the February's meeting minutes @ 8:08pm
 - c. Approved @ 6:04pm - By Full Board
 - d. Motion to Approve February Meeting Minutes @ 8:16pm Chuck Motions to Approve, Full Board Approves

- e.
- 2. hiring Committee Report**
 - a. The Seattle Social Housing Developer Board Recessed into Executive session at 5:30 p.m. to evaluate the qualifications of an applicant for public employment. pursuant to RCW 42.30.110(1)(g)
 - b. Process
 - c. Next steps & timeline
 - d. I am looking for someone with deep housing development process and understands the process it involves, someone who is an entrepreneur- Linny
 - e. We are well into the search, we have a number of candidates to come meet us in person, the hope and plan is to have 3 possible candidates for the full board to decided at the May meeting- Linny
 - f. SSHD, Board presentation from Simkin Search, 3/21/24
 - g. • Reached out to over 200 people.
 - h. • Having fascinating conversations.
 - i. • Strong resistance from much of the existing LIHTC leadership in Seattle. But they seem open to hearing how it can work. They seem skeptical that the plan will work.
 - j. • But, also a lot of enthusiasm for the concept of Social Housing. Cohorts going to Vienna. New head of Portland Housing Bureau.
 - k. • Scheduling hiring committee interviews.
 - l. • On track to present 2-3 finalists at May Board Meeting, decide on finalist, make and negotiate offer. Placement likely to start in June or July.
 - m. The Board adjourned executive session @ 6:05 p.m. (No Action was Taken)
- 3. public Testimony**
 - a. No Public Testimony @ 6:17pm
 - b. a
- 4. Board Attendance Status**
 - a. *Items for Vote:* addressing board commitment and potential removal of board members with 3 consecutive unexcused absences.
 - b. Kaileah just wants to give us a heads up we have nothing to vote on.
 - c.
- 5. Finance & Audit Committee Updates**
 - a. Finance Report
 - b. Short update all of us should have received emails from CPA, it goes from July 1, there was a question about committee meetings, those meetings aren't subject to OPMA, we may get some money by Tuesday, we met with the audit corporation they will do a finance audit and a procedural audit, we will bring policies and procedures for board members
 - c.
- 6. 6:25pm 10 minute Break be back at 6:35pm**
 - a. Everyone Came back to the meeting at 6:35pm
- 7. Executive Committee Update**

- a. Land Board Retreat date: April 13th
- b. The main thing we have been working on is getting our money and getting more systems underway to submit our work and things we have been doing, we are also wanting to get a board retreat to get on the books as a space for us to come together like a 6 hr in person retreat, landing a definition what do we define social housing as, and then trying to land an 18 month plan to give our CEO, having the CEO on board getting our mission, vision, and values there, we will be talking about mission, vision and values and have another retreat when we get a CEO and other staff at that time.
- c. Katie can attend the retreat virtually
- d. April 13 works best
- e. Dawn has resigned
- f. Kay will follow up with Seattle Renters Commission

8. Communication Committee updates

- a. Updates on Website
- b. Updates on blog post on our work to date
- c. Our meeting minutes are available on the website, the last time I met with tech 4 housing, we don't have something to base, I have added everyone's bio, go to our website and go check to see if your bio is good, next thing I will be doing is adding our bylaws, I will meet 1 on 1 with Kaileah, I reached out to tech 4 housing to get help on the blog post. Amy wrote a draft
- d. Wylie has background in web development
- e. Adding Wylie to the communications Committee- Kaileah motions to Approve- 6:59pm
- f. Communications Committee research and recommend a firm or set of consultants to web design, and admin- 7:00pm- it passes from the full board

9. Real Estate Committee updates

- a. Ongoing board learning, precursor to establishing/selecting development approach
- b. If anyone on the board is reached out to about available opportunities in mind and tracking them internally
- c. A precursor to Julie's topic, the importance of going through the education plan Julie put together, it is important that we are all on the same page.
- d. Discussion on Acquisition Criteria: Kaileah initiated a discussion on identifying criteria for acquisition or development, prompting insights from Julie and Chuck on the importance of fundamental lessons and overcoming math phobia. Brian expressed interest in working on a proforma at the retreat.

10. 18 Month Plan

- a. For review and initial discussion (to be further developed potentially at Board Retreat)
- b. Kaileah's 18-Month Plan: Kaileah presented the draft 18-month plan, covering various aspects and action items. Kay highlighted the need to align the plan with board terms and CEO candidates' suitability for different roles. Chuck suggested engaging Linny in the CFO timeline

11. Reminders & Announcements

- a. Dawn Resigned from The Board she sent us her letter of resignation last week via email.
- b. Announcements: Mike announced an info series on PassiveHaus.

12. Meeting adjourn

- a. The meeting adjourned at 7:27 PM.