

April Board Meeting Agenda

(regular meetings 3rd Thursday every month)

<p>Date/Time: Thursday April 18th, 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 - March meeting minutes - Board Retreat notes - Finance Report - Draft SSHD Values - Fund Development Charter 		
5:30 (3min)	<p>Call to Order, Review & Approve Agenda <i>Items for Approval:</i> Today's Agenda; March Minutes</p>	Kaileah (Chair),
5:33 (up to 30min*)	Public Testimony	
5:45 (15min)	<p>Hiring Committee report</p> <ul style="list-style-type: none"> • Updates & Next steps 	Linny Simkin, Tori (Hiring Committee Chair)
6:00 (15min)	<p>Board Retreat Follow-up</p> <ul style="list-style-type: none"> • Review draft organization values 	Kaileah (Chair)
6:15 (15min)	<p>Finance & Audit Committee Updates</p> <ul style="list-style-type: none"> • Finance Report • Revised Budget (for web design + incidental expenses for CEO Hiring Process) • Vouture approval Form • updates on liability & DnO insurance 	Chuck (Treasurer)
6:30	- 10min break -	
6:40 (10min)	<p>Executive Committee updates</p> <ul style="list-style-type: none"> • Status of board member changes, new member(s) • City contract status • WA Commerce contract updates 	Kaileah
6:50 (15min)	<p>Communication Committee updates</p> <ul style="list-style-type: none"> • Plan to identify web designer consultant(s) • Discuss merits of / appropriate timing of blog 	Devyn (Comms Chair) Wylie (Committee)

	post / press release / outreach to media for updates on our work	Member)
7:05 (10min)	Real Estate Committee updates <ul style="list-style-type: none"> • Ongoing board learning • Committee member changes 	Julie
7:10 (15min)	Fund Development Committee <ul style="list-style-type: none"> • Review draft charter • This committee will likely identify a consultant or other support to help develop a case statement for pursuit of funding. <i>Putting off appointing members to this committee until we have full board capacity.</i>	Kaileah, All
7:25 (5min)	Reminders & Announcements	Kaileah, All
7:30pm	Adjourn	Kaileah

Attendance:

1. Devyn - In Person
2. Tori - In Person
3. Brian - Virtually
4. Katie - Virtually
5. Kaileah - Virtually
6. Julie - Virtually
7. Wylie - Virtually
8. Kay - Virtually
9. Alex - In Person
10. Mike - In Person
11. Tom - virtually
12. Chuck - In Person

Board Guest/ Public Guest:

1. Judie M - Public Guest
2. Justin O - Public Guest
3. Lilly H - Public Guest
4. Linny - Board Guest
5. Barnaby - Board Guest
6. George Alan jr. - Public Guest

Meeting Minutes

1. **Review & Approve Agenda**
 - a. Minutes from March Meeting
 - b. Minutes from Board Retreat
 - c. Approve today's Agenda - unanimously approved @ 5:40Pm
 - d. Amend March meeting minutes Tom motioned to table, Julie seconds
 - e. Board Retreat minutes Tom motioned to table, Julie seconds
2. **hiring Committee Report**
 - a. We are moving forward. We have the hiring committee interviews with 6 candidates set up for April 28th and 29th.
 - b. Allocate an extra half hour in the next meeting.
3. **public Testimony**
 - a. George Alan Jr. I want to thank each of you. I want to commend you guys on your transparency. I am asking that you record your monthly board meetings, Webex has the capability to record their meetings.
 - b.
4. **Board Retreat Follow up**
 - a. Tori- I thought it was nice to get to see everyone and connect with them.
 - b. Brian- sounded like a really productive retreat, happy you were able to attend
 - c. Devyn- having a conversation around values and also creating a projective flight plan, put out next steps in writing, I think it will be really helpful and useful
 - d. Wylie - the new kid on the block I felt like I didn't fit in with y'all but I was happy to be a part of it.
 - e. Kaileah- some of the things we did was the values, solidarity is really difficult to define and we need to clarify what we feel it should say. I was hoping for us to get at more stating clear how we are trying to do governance, we want the values to be in alignment with governance.
 - f. Julie - I would like to work out the sustainability portion.
5. **Finance & Audit Committee Updates**
 - a. Chuck - 2 actions from the board
 - b. The stipends are starting to get sent out.
 - c. We will use a bill pay functions
 - d. I am looking for a revision to the budget, we have to 2024 budget that we adopted,
 - e. Executive compensation search from 60 thousand to 75 thousand, Chuck moves to approve, Mike seconds - unanimously passed @ 6:15pm
 - f. Refreshments and meals policy form - Chuck moves to approve - Katie seconds - unanimously passed @ 6:21pm
 - g. At the May meeting you will see a financial statement, we are spending money that has been approved for what we have budgeted.
6. **6:30pm Break**
 - a. Break ended at 6:35pm
7. **Executive Committee Update**
 - a. Brian - it's been a privilege serving on the board, unfortunately though I will be moving out of state, we are in the process of finding my replacement.
 - b. Kaileah - thank you Brian you have been super helpful, I have been in contact with Estella Ortega from El Centroid de La Raza
 - c. Kay - I just heard back from Kim just a couple of days ago that she is no longer on SRC's Board, I will go to the next board meeting if I don't hear from them via

email.

- d. Wylie - I got a contact card for someone at the SRC when I was appointed
- e. We are still in the process of working with the city on our contract
- f. We did get our first payment from Washington state Commerce and Money is flowing
- g. Our board officer positions are up at the May meeting
- h. Secretary position is renewed at December Meeting
- i. Devyn has a concern that it may be confusing
- j. Tom - I think it's good to have the different positions staggered
- k. Julie - having the positions keep the 1 year term
- l. A feeler poll for Katie to keep on as secretary for a term of 1 year
- m. Alex -
- n. Devyn - Katie was elected in December, she would serve till December based off of what the bylaws are saying
- o. We will hold election for Chair, Vice Chair, Treasurer at May meeting

8. Communication Committee updates

- a. Devyn - The email that Kaileah sent out with Wylie's presentation, our understanding was to recommend a firm but that is what we were working with.
- b. Wylie - I did put 3 different solutions in today's presentations for the board to review, we would prefer to hire a one time person to get us our look and logo, we would require government licensing, we would need an IT person that was ongoing, the second option that would be hiring a firm and option 3 hire a firm that has it all included, all the firms are in the Seattle area, interviewing potential candidates in 2 weeks and then we would choose the firm or consultants and go live would be in June, a firm is a very very large cost, we are not an organization that has 100s of folks, which is why we should get quotes
- c. Kaileah Motion to approve a brand design and web designer and the executive committee to approve the hire, Tom seconds - unanimously approved @ 7:10pm
- d. We been in the news lately, we could reach out to some reporters to share about what we been up to but that might not be newsworthy
- e. Kay - we want some one who is not biased
- f. Devyn - everyone is going to be biased one way or another, we need to reach out to a smaller outlet who is into our work, or putting up our blog post on our temporary website to show the public what we have accomplished so far, putting out a cohesive statement
- g. Tom - what's the best format, first of all a press release would be largely ignored, I doubt we would get someone interested, I think Devyn has the cleanest idea , putting up a blog post that says what we are doing.
- h. Mike - we should have a blog post saying we have a big announcement. I have a couple media contacts
- i. Kaileah - in May we will meet the finalists, I will be going down to Portland to be on a social housing panel and I will be talking about what we have done so far. We need to get a work plan for the CEO
- j. Julie - I was just gonna say I agree with the blog post
- k. Wylie - I think I would also second what the public guest was saying about recording meetings.
- l.

9. Real Estate Committee updates

- a. Julie is moving forward with the education series
- b. Chuck puts forward a motion for Julie to be the chair, Julie says she has a lot on her plate,

- c. Kaileah nominates Mike to be the chair, can I get a motion to approve Mike to be the chair for 1 year from April's Meeting - Approved at 7:29pm

d.

10. Fund Development Committee

- a. Tabled till next meeting

11. Reminders & Announcements

- a. No reminders
- b. Announcements: no Announcements

12. Meeting adjourn

- a. @ 7:30pm