

ARC: Board Meeting Minutes

1/16/2018, 12:00-2:00 pm, 8061 Densmore Ave N, 98103, Conference Room

ATTENDANCE: **Board:** Jonathan Hartung (President), Vic Roberson (VP), Dennis Cook, Terry Holme, Mary Anderson, and David Towne. **Staff:** Bill Keller, Christina Arcidy, Rachel Sorrels, Sonia Doughty and Jenifer Bales. **Parks & Recreation:** Katie Gray, Brenda Kramer, Kyle Bywater, Whitney Ferguson, Jill Ellison, and Allison Leonard. **Visitors:** Participants from Special Populations.

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

Minutes:

WHEN	TOPIC	MINUTES
12:04p	Welcome & Introductions (Jonathan) Consent Agenda - Determination of Quorum (5 of 8 members) - Approval of Agenda - Approval of Minutes Review goals for today: - Learn about Special Populations Program. - Update on Equity Task Force. - Financial and operational update.	- Jonathan called the meeting to order at 12:04p. - Went around the room for introductions. - It was determined that a Quorum was present. - Jonathan called for a motion to approve the consent agenda. Terry moved to approve. Dennis second. Agenda approved. - Jonathan asked for comments on the December meeting minutes. No comments. Terry moved to approve the December minutes. David second. December minutes approved. - Reviewed goals for today.
12:12 p	Public Comment (Jonathan)	No public comment.
12:12p	Special Populations Program Presentation (Kyle Bywater, Brenda Kramer & Jenifer Bales)	- Kyle shared a story about a participant's experiences with Specialized Programs. - Two programs that use ARC staff-yoga and pottery classes use ARC instructors. Also, ARC art instructors and a cook for summer camps. - Jill: We have an Advisory Council that we work closely with. One example is the talent showcase. The Advisory Council is involved with fundraising for the programs. The partnership makes a lot of things possible such as scholarships.

		• Types of SPR run programs: Seven Special Olympics teams, everything from baking classes to pottery, youth and adult summer camps, drama and glee programs, Try New Things Club (TNT), field trips, Friday night socials, three afterschool programs, programs during the day in hermetically fragile classrooms. • New outcomes based programs. Look in a detailed way at what it is we want that program to achieve. Changes every quarter. • We have an internship program now. Focused on Therapeutic Recreation Specialists right now. • Sue, participant: Movin' for Money is a fundraiser we do every May that is either walking or swimming. • Chris, participant: Been with Special Olympics for three years. Appreciate the support of staff. • Seattle will host the US Special Olympics this year. Hannah, one of our coaches, will be one of the Washington coaches for Track and Field, and four of our athletes will be on the team. • The CREW is a club for teens and young adults with physical disabilities. • ARC partially funds CREW activities. • Created by graduates of Kiwanis Camp Casey. • Most members are between ages 17-35. • Coordinated by Seattle Parks and Recreation Staff. • Fortunate to have a legal department at Seattle Parks and Recreation to help overcome barriers. • Challenges: staffing, attendance variability, demand for overnight camp (more demand than spots available), van access, transportation, system challenges (scholarships, CLASS, registration, PIFS), costs and payment (keeping big events affordable and accessible). • Shared participant testimonials. • Brenda: There are 44,000 people in Seattle under 65, we serve 10,000 in Specialized Programs. Lucky to work with such talented staff. Our staff have done training for ARC day camp directors for participants in summer camps with special needs. • David: To what degree to you work with other nonprofits? Kyle: Work with Seattle Adapted Sports, Sail Sandpoint, Children's Hospital. • Vic: How about minorities? Kyle: We also work with Open Doors for Multicultural Families. Doing a workshop for ethnic diversity and what services people want from the city. Public schools are helpful with language barriers. • Mary: Outreach for cultural differences? Allison: Open Doors, but the challenge is we are at capacity for all programs and have a waitlist. • Allison: We are also citywide, and try to reach all parts of the city, and increase diversity in our programs. • Kyle: Word of mouth has also helped us build trust within communities. • Doesn't matter what the disability or challenge, we work with all needs, and make sure we can work with anyone.
1:14 p	Equity Task Force Update (Vic)	• Met in January to look at proposals. Three proposals that came through Parks and Recreation Department. There is a review process in the Department.

		- Said yes to all three proposals. One for Rainier Beach scholars. One for Miller for expanding a dance class. One for Miller drop-in program. - Will have presentations from those groups at the next meeting. - Still need criteria for review and assessment of proposals. - Look at first three proposals and what questions are asked, and then write the criteria. - Prescreen of proposals used the Equity Tool Kit and the ARC Mission, Vision, and Values. - Jonathan: How many total proposals did the department see? Bill: Three. - Two more deadlines to seek proposals: end of Feb for July-Dec and end of June for all of 2019. - Jonathan: Consider quarterly deadlines? Bill: Would need to be much more polished because of the steps. - Mary: Would it be inappropriate to reach out to Specialized Programs? Christina: We are reaching out to all Advisory Councils. The problem for Specialized Programs is the cost to add the next participant is very high. Katie: Right now, they are at capacity even with scholarships. - Christina: This is where advocating for tax resources comes in. - Bill: Need to consider the challenge of reliability and consistency. - Katie: The sustainability of a new program is very difficult. That is probably why many groups haven't applied. - Dennis: That is why as a staff member it is important to plan for sustainability. - Mary: Maybe what we need to do is look at how we can assist with advocacy. Showing leadership with advocacy is part of our mission. - Dennis: Advocacy is an issue brought up at the last Parks Board meeting. That is something they are ready to do. - David: When you look at the Mayor's agenda Parks and Recreation isn't even mentioned. I agree, the Parks Board should be an advocate. - Vic: Our team will review the proposals, and vote on approval in March. - Terry: Should consider the objectives of this funding. - Vic: Task Force hasn't decided if these funds are limited to seed money or can provide ongoing funding.
1:37 p	Directors report	- Finishing Year-end financials. Will land where we said we would with a half million-dollar loss. - Reported Unaudited Net Revenue for month end December reflected an 7.8% increase over the previous year. - SAC up 15.7%-increase in participation and fees. - Preschool saw a drop of 4.8%. - Lifelong Recreation had an 12% increase. - Youth recreation, including Enrichment, up 10.8%. - Final weight room decrease of \$95,934, and increased use by 10%. - Youth sports, which includes basketball registrations was adjusted for deferred revenue and a 2018 start reflected a 25.8% decrease over last year.

		• Adult sports 7.5% increase over last year. • Total year to date Revenue at \$17M compared to last year at this time of \$15.7M. • 25 unfilled positions at the end of the year. • Didn't adjust minimum wage for 2018, but will need to adjust for 2019. • A \$0.50 minimum wage increase across the board would be about a 3.5% increase. • In 2018 the combination of the City of Seattle Summit system and ACTIVENet will modify our financial land scape considerably. In 2018 we will see a deferral of funds received until the first month of the program. Will be divesting investments at strategic points of the year to meet payroll and payables. In the past we issued checks every week. Now going to every other week. • Don't pay capital gains tax. • Will see a decline in income and a base in investment for a period of time. As we recover will develop a better sense of the new system and can better plan for 2019. • Jonathan: 2-3 years as you get into this cycle. Bill: As we recover the base the investment income will be whatever our reserve is. Will lose about \$50-60 thousand. • David: Had trouble with past due transfer. Has that been corrected? Bill:Yes, that was during a test. Has been corrected.
1:54 p	Review Assignments & Adjourn (Jonathan)	• Jonathan: Will receive email with an attachment for approval by end of the month for review. • Jonathan called for motion to adjourn. Vic moved to adjourn. Dennis second. Motion to adjourn approved. • Meeting adjourned 1:56p.