

AGENDA

**Edmonds Public Facilities District
Adjourned Meeting of the Board of Directors
HYBRID: Edmonds Center for the Arts – Green Room, or
via Zoom at <https://us02web.zoom.us/j/84245112222>
Thursday, February 29, 2024**

7:30 AM - CALL TO ORDER

- **Call to Order** Ray Liaw 7:30
 - Attendance of those attending in-person for Minutes
- **Land Acknowledgement & Equity Statement** Volunteer 7:31

We acknowledge that we work, live, and gather on the unceded territory of the Coast Salish Tribes. We honor with gratitude the land itself and the Coast Salish Peoples of our region, past, present, and future.

ECA is committed to equity leadership in the arts community and becoming an anti-racist organization. These commitments reflect a careful ongoing examination of the history of privilege and power in our industry and within our organization. By continually testing and modifying our policies and procedures, we strive to increase equity in access, opportunities, and resources at ECA. The impact of this work will be evident on our stage, among our patrons and supporters, and within our staff, volunteers, and boards.

- **Agenda Review & Approval** Ray Liaw 7:33
- **Board President's Comments** Ray Liaw 7:35
- **Public Comment** 7:40
- **Consent Agenda** Ray Liaw 7:45
 - EPFD Board Minutes
 - i. Joint Meeting with ECA Board & Staff: September 23, 2023
 - ii. January 25, 2024
 - Disbursement Reports: January 2024
- **Old Business** Ray Liaw/
Lori Meagher 7:47
 - Prior Action Items Review
 - February Staff Report – Questions/Comments?
- **PFD Board Business** Ray Liaw 7:55
 - Board Committee Update
- **PFD Board Member Reports** Ray Liaw 8:05
- **Associate Executive Director Update** Lori Meagher 8:20
 - Operations Update
 - i. Narcan Administration
 - Human Resources Update
 - i. Hiring Update
 - ii. Policy Updates
 1. Youth Protection & Safety Policy
 - Facilities Update
 - i. Mithun Building Envelope & Seismic Assessment Update
 - ii. Music Building Update
 - iii. Security Upgrades
 - Finance Update
 - i. December/January Draft Financials

- | | | |
|---|-----------|------|
| <ul style="list-style-type: none"> ● Executive Director Update <ul style="list-style-type: none"> ● Development Update <ul style="list-style-type: none"> i. Monthly Status Update ii. Center Stage & upcoming events ● Programming/Revenue Update ● Education- KidStock! ● City Council Presentation Update ● Strategic Planning Update | Kathy Liu | 8:40 |
| <ul style="list-style-type: none"> ● New Business | Ray Liaw | 8:55 |
| <ul style="list-style-type: none"> ● Adjourn | Ray Liaw | 9:00 |

NEXT EPFD BOARD MEETING – February 22, 2024
CITY COUNCIL PRESENTATION – March 05, 2024

ACTION ITEMS:

1. February EPFD Board meeting
 - a. Yearend 2023 financials
 - b. Prepare list of external and internal committees with assigned board members
 - c. Review Youth Protection & Safety Policy (board members submit comments/suggestion to Ms. Meagher by February 8)
 - d. Interlocal & Administrative Agreements between EPFD and ECA
 - e. Review and approve Pets at the Workplace and Children at the Workplace policies (board members submit comments/suggestions to Ms. Meagher by February 8)
 - f. Prepare timeline and elements of next Strategic Plan
2. Provide EPFD Board ticket sales report each month (does not need to be agenda item)
3. Grant writer create spreadsheet with analysis of available grants, grants applied for and grants received.
4. Notice next Philanthropy Committee meeting as a joint meeting with the EPFD Board to discuss overall development strategy
5. Change column in Ticket Sales Report that compares ticket sales to capacity to a comparison of actual ticket sales to budgeted ticket sales
6. Research whether internal committees were created by resolution
7. Mithun provide presentation to EPFD Board following presentation to Facilities & Operations Committee. Presentation to include time associated with renovations versus replacement, safety of occupying buildings in the interim and anticipated deterioration in the interim. Invite ECA Board Members to that EPFD Board meeting.
8. Presentation to city council at their March 5 meeting