

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, June 27, 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. This acknowledgement does not take the place of authentic relationships with indigenous communities but serves as a first step in honoring the land we are on.

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
 - Disbursement Reports: May 2024
 - Meeting Minutes:
 - i. April 25, 2024
 - ii. May 21, 2024 (Special Meeting)
 - iii. May 23, 2024
- **Old Business** Ray Liaw/
Lori Meagher 7:47
 - Prior Action Items Review
 - June Staff Report – Questions/Comments?
- **PFD Board Business** Ray Liaw/
7:50
 - Officer Elections
 - Amendment to Employee Handbook- Paid Leave
- **PFD Board Member Reports** Ray Liaw 8:00
- **Associate Executive Director Update** Lori Meagher 8:15
 - Finance Update
 - i. May Draft Financials & Audit Update
 - ii. 2024 Budget Reforecasting
 - Human Resources Update
 - Facilities Update
 - i. Surplus
 - ii. Next steps from Mithun report

- **Executive Director Update** Kathy Liu 8:45
 - Development Update- Gala
 - Programming/Revenue Update/ 2023-24 Season
 - Strategic Planning Update- Mission

- **New Business** Ray Liaw 9:00

- **Adjourn** Ray Liaw 9:05

NEXT EPFD BOARD MEETING – July 25, 2024

ACTION ITEMS:

1. As a result of the Mithun presentation, create list of short- and long-term capital projects organized by dollar amount that identifies priorities for 2024 and 2025
2. Distribute list of board member committee assignments
3. Develop policy/procedure for board member attendance at conferences
4. Send letter to City staff requesting Edmonds City Council approval of appointment of Board Member Brewster to a second term on the EPFD Board
5. Provide EPFD Board a detailed quarterly update regarding development revenue and grants
6. Provide Mithun's PowerPoint and full report to EPFD board members. Post report or executive summary on website
7. Finalize language for a policy that gives management the opportunity to decide to close the organization for up to 4 days and give that time to staff as a vacation benefit during the closure
8. Senior Staff Update by Diana Ortega-Chance regarding Education & Community Engagement
9. June EPFD Board Meeting
 - a. Staff clarify scope of coverage under Enduris insurance policy
 - b. Approval of Amended Employee Handbook
 - c. Analysis of 2024 budget