

# 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/81528115033>  
Thursday, June 23, 2022 – 7:30am

## 7:30 AM - CALL TO ORDER

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|--|--------------------------------------|------|
| <b>1. Call to Order</b>  | David Brewster                       | 7:30 |
| <b>2. Land Acknowledgement</b><br><i>We acknowledge that we're gathering on the traditional, culture-rich indigenous homelands of the Coast Salish people. We celebrate the Coast Salish, who represent a large collection of many tribes with distinct cultures and languages that have been stewards of the land and sea in the Northwest since time immemorial. At ECA, we are committed to working with local tribes to acknowledge and honor their ancestral lands.</i> |                                      | 7:31 |
| <b>3. Board President's Comments</b> <ul style="list-style-type: none"><li>Agenda Review</li></ul>   | David Brewster                       | 7:33 |
| <b>4. Public Comment</b>   |                                      | 7:35 |
| <b>5. Consent Agenda</b> <ul style="list-style-type: none"><li>EPFD Board Minutes: May 26, 2022</li><li>Disbursement Reports: May 2022</li></ul>   | David Brewster                       | 7:40 |
| <b>6. Old Business</b> <ul style="list-style-type: none"><li>Prior Action Items Review</li><li>June Staff Report – Questions/Comments?</li><li>Executive Director contract- Review</li></ul>   | David Brewster/<br>Lori Meagher      | 7:45 |
| <b>7. PFD Board Business</b> <ul style="list-style-type: none"><li>Building Envelope Project, HKP Report- Update</li><li>Cellular Lease Draft Agreement / Process – Review</li><li>Officer Elections</li><li>Board Leadership Transition</li><li>APAP REDI Pledge</li><li>EPFD Bylaws</li></ul>  | David Brewster                       | 7:55 |
| <b>8. Finance &amp; Operations</b> <ul style="list-style-type: none"><li>State Audit- Update</li><li>Finance Reports – Draft May 2022</li><li>HR Update</li></ul>  | Lori Meagher                         | 8:25 |
| <b>9. Executive Report / Steering Committee</b> <ul style="list-style-type: none"><li>Boys &amp; Girls Club- Update</li><li>Board Professional Development – Fundraising Workshop<ul style="list-style-type: none"><li>Upcoming sessions- Tuesday, July 12, 2022 (Maya Hemachandra) - 5:30pm</li></ul></li><li>Strategic Planning- Update</li><li>Executive Director Leadership Training – Update</li></ul>  | Joe McIalwain                        | 8:35 |
| <b>10. Inclusion &amp; Accessibility, Education &amp; Outreach</b> <ul style="list-style-type: none"><li>General Update</li></ul>  | Lori Meagher                         | 8:45 |
| <b>11. Philanthropy</b> <ul style="list-style-type: none"><li>General Update</li></ul>   | Elizabeth Gromko/<br>Katherine Smith | 8:50 |
| <b>12. Marketing &amp; Business Development</b> <ul style="list-style-type: none"><li>Ticket Sales Update</li></ul>  | Joe McIalwain/<br>Kendall Hill       | 8:55 |

- General Update

**13. Programming / Outreach**

Joe McIalwain

9:00

- General Update

**14. New Business**

9:05

**15. Adjourn**

David Brewster

9:10

**NEXT EPFD BOARD MEETING – Thursday, July 28, 2022 - 7:30 AM**

**5-26-2022**

**ACTION ITEMS:**

1. Send updated April 2022 Finance Reports to EPFD Board (reflecting changes made following Admin/Finance Committee meeting)
2. Mr. McIalwain provide Board President Brewster notes of staff meeting regarding Boys & Girls Club
3. Complete Executive Director Contract revisions by July meeting
4. Add Public Comment to agenda following Board President's Comments
5. Schedule Officer Elections for June EPFD Board meeting
6. Confer with Matt Hendricks regarding:
  - a. Incorporating OPMA requirements in bylaws
  - b. Whether he has RFQ templates (for building envelope assessment)
7. Schedule approval of bylaws for June meeting
8. Schedule Facilities as separate agenda item, provide monthly update to EPFD Board
9. Mr. McIalwain and Ms. Meagher work on developing a timeline and process for drafting, reviewing and releasing an RFQ for the building envelope assessment
10. At June meeting, Ms. Meagher provide statistics and EPFD Board formally sign REDI Pledge