

AGENDA

**Edmonds Public Facilities District
Meeting of the Board of Directors
Edmonds Center for the Arts, via ZOOM
Thursday, June 24th, 2021 – 7:30am**

7:30 AM - CALL TO ORDER

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| 1. Call to Order | David Brewster | 7:30 |
| 2. Land Acknowledgement
<i>Edmonds Center for the Arts is grateful to host our performances and programs on the culture-rich indigenous lands of the Coast Salish people. On behalf of our staff, Boards and volunteers, we are committed to working with local tribes to acknowledge and honor their ancestral lands.</i> | | 7:31 |
| 3. Board President's Comments | David Brewster | 7:33 |
| 4. Consent Agenda <ul style="list-style-type: none">EPFD Board Minutes 5-18-2021EPFD Board Minutes 5-27-2021EPFD Disbursement Reports – May 2021 | David Brewster | 7:35 |
| 5. Old Business <ul style="list-style-type: none">Prior Action Items ReviewJune Staff Report – Questions/Comments? | David Brewster | 7:40 |
| 6. Inclusion & Accessibility, Education & Outreach <ul style="list-style-type: none">Update | David Brewster /
Joe Mclalwain | 7:45 |
| 7. PFD Board Business <ul style="list-style-type: none">None | Joe Mclalwain | 7:50 |
| 8. Finance, Facilities & Operations <ul style="list-style-type: none">Finance Report – May 2021 DRAFTMonthly Cashflow Analysis ReportStaffing – UpdateSBA Opportunities: SVOG UpdateRequest to City of Edmonds – American Rescue PlanRequest to Snohomish County – American Rescue Plan2012 Bond Refinancing UpdateTheater Roof and Wall – Update | Joe Mclalwain | 7:50 |
| 9. Executive Report / Steering Committee <ul style="list-style-type: none">Vision Statement – Update | | 8:25 |
| 10. Marketing & Business Development <ul style="list-style-type: none">Ticket Sales UpdatePromotion of Summer SeriesPatron Survey Update | David Brewster /
Joe Mclalwain | 8:30 |
| 11. Programming <ul style="list-style-type: none">2021-22 Season | Joe Mclalwain | 8:40 |
| 12. Hosting: <ul style="list-style-type: none">Update | Ray Liaw | 8:45 |
| 13. Philanthropy <ul style="list-style-type: none">SHINE! – 2021 Gala – September 24 | Joe Mclalwain | 8:50 |
| 14. New Business | David Brewster | |

NEXT EPFD BOARD MEETING – Thursday, July 22nd, 2021 - 7:30 AM

5-27-2021

ACTION ITEMS:

1. Carried forward from previous meetings:
 - a. Provide EPFD Board an update on the 5-year financial plan
2. Mr. Mclalwain provide vision statement to staff and schedule meeting to gather their feedback so it is available when the Steering Committee meets next.
3. Inform the Board when the equity statement is anticipated to be complete.
4. Mr. Mclalwain prepare and deliver memo with formal request for the City to refinance the 2012 bonds on the PFD's behalf to Mr. Turley
5. Schedule brief item regarding bond refinancing on City Council's June 8th Finance Committee agenda
 - a. Invite Scott Bauer, City's financial advisor, to meeting to provide amortization schedule for new bonds.
6. Revise budget to reflect additional labor expense as a result of bringing staff back full-time sooner and present to Admin & Finance Committee
7. Theater roof leak
 - a. If procurement documents allow the board to give the executive director the ability to declare an emergency, amend bylaws to allow
 - b. Determine if insurance can offset repair expense
 - c. Schedule special meeting if necessary to declare an emergency and to authorize executive director to proceed
8. Amend the EPFD's charter to allow board members to participate remotely
9. Consider establishing a repayment schedule for the City loan with timeline and amounts