

# AGENDA

Edmonds Public Facilities District  
Meeting of the Board of Directors  
Edmonds Center for the Arts, via ZOOM  
Thursday, July 22, 2021 – 7:30am

## 7:30 AM - CALL TO ORDER

1. **Call to Order** David Brewster 7:30
2. **Land Acknowledgement** 7:31  
*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.*
3. **Board President's Comments** David Brewster 7:33
4. **Consent Agenda** David Brewster 7:35
  - EPFD Board Minutes 6-24-2021
  - EPFD Board Minutes 7-8-2021 – Special Meeting
5. **Old Business** David Brewster 7:40
  - Prior Action Items Review
  - July Staff Report – Questions/Comments?
6. **PFD Board Business** Joe Mclalwain 7:45
  - Review proposed changes to Edmonds PFD Charter
  - ACTION: Approve changes to Charter
7. **Inclusion & Accessibility, Education & Outreach** David Brewster / Joe Mclalwain 8:00
  - Equity Statement
8. **Finance, Facilities & Operations *items below from 6-24 agenda*** Joe Mclalwain 8:05
  - Finance Report – June 2021 DRAFT
  - Monthly Cashflow Analysis Report
9. **Executive Report / Steering Committee** 8:15
  - Staffing – Update
  - SBA Opportunities: SVOG Update
  - Request to City of Edmonds – American Rescue Plan
  - Request to Snohomish County – American Rescue Plan
  - 2012 Bond Refinancing Update
10. **Marketing & Business Development** David Brewster / Joe Mclalwain 8:30
  - Ticket Sales Update
  - Summer Series
  - 21-22 – Announcements, Process
11. **Programming** Joe Mclalwain 8:40
  - 21-22 Season – Special Engagements
  - 22-23 – Initial Planning
12. **Hosting:**
  - Ray Liaw 8:45
13. **Philanthropy** Joe Mclalwain 8:50
  - SHINE! – 2021 Gala – September 24
    - i. Format of the event
    - ii. Board engagement

**14. New Business**

David Brewster

**15. Adjourn**

David Brewster

9:00

**NEXT EPFD BOARD MEETING – Thursday, August 26, 2021 - 7:30 AM**

**6-24-2021**

**ACTION ITEMS:**

1. Carried forward from previous meeting:
  - a. Provide EPFD Board an update on the 5-year financial plan
2. Schedule special EPFD board meeting if necessary to approve changes to the charter (allow for remote attendance at board meetings and to allow EPFD Board to remove members) and/or discuss/approve revised budget (reflecting mid-July return of staff)
3. Schedule change to charter on City Council Public Safety, Planning & Personnel Committee meeting
4. Update Monthly Cashflow Analysis through May, update projections, update to reflect mid-July return of staff and send to board members
5. Present revised budget and Cashflow Analysis to Admin & Finance Committee for recommendation prior to EPFD Board approval
6. Communicate to board the outcome of Wednesday's interview with candidate for Director of Finance and Operation and if hire, inform board of start date, credentials, etc. as well as do a press release
7. Submit documents for \$100,000 from Snohomish County Lodging Tax Fund