

# 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 29, 2023 – 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 &amp; Equity Statement</b>  |                                 | 7:31 |
| <i>We acknowledge that we're gathering on the traditional, culture-rich indigenous homelands of the Coast Salish people, who 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>  |                                 |      |
| <i>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.</i> |                                 |      |
| <b>3. Approval of Agenda</b>   | David Brewster                  | 7:33 |
| <b>4. Public Comment</b>   | David Brewster                  | 7:35 |
| <b>5. Consent Agenda</b>   | David Brewster                  | 7:40 |
| <ul style="list-style-type: none"><li>• EPFD Board Minutes:<ul style="list-style-type: none"><li>i. May 25, 2023</li></ul></li><li>• Disbursement Reports: May 2023</li></ul>  |                                 |      |
| <b>6. PFD Board Business</b>   | David Brewster                  | 7:42 |
| <ul style="list-style-type: none"><li>• Leadership Transition Update</li></ul>   |                                 |      |
| <b>7. Executive Session</b>  | David Brewster                  | 7:50 |
| <ul style="list-style-type: none"><li>• RCW 42.30.110 (g) To evaluate the qualifications of an applicant for public employment</li></ul>   |                                 |      |
| <b>8. Old Business</b>   | David Brewster/<br>Lori Meagher | 8:00 |
| <ul style="list-style-type: none"><li>• Prior Action Items Review</li><li>• June Staff Report – Questions/Comments?</li></ul>  |                                 |      |
| <b>9. Development</b>  | Joe McIlwain                    | 8:05 |
| <ul style="list-style-type: none"><li>• Monthly Snapshot Update on Development Strategy</li><li>• Review Year-End Development Projections</li></ul>  |                                 |      |
| <b>10. Board Member Reports</b>  |                                 | 8:15 |
| <ul style="list-style-type: none"><li>• Association of WA State PFD's</li><li>• Snohomish County PFDs</li><li>• Fourth Avenue Cultural Corridor</li><li>• B&amp;G Club</li></ul>   |                                 |      |
| <b>11. Finance &amp; Operations Update</b>   | Lori Meagher                    | 8:30 |
| <ul style="list-style-type: none"><li>• Finance Update<ul style="list-style-type: none"><li>i. May Financials</li><li>ii. Mid- Year Budget Update</li></ul></li><li>• Human Resources<ul style="list-style-type: none"><li>i. Staff Hiring Update</li><li>ii. Inclusion &amp; Accessibility Update</li></ul></li></ul>   |                                 |      |

- iii. L&I Update
- Facilities
  - i. RFQ 2023-01 Building Envelope & Conditions Assessment Update

<b>12. Executive Report / Steering Committee</b>	Joe McIalwain	8:50
<ul style="list-style-type: none"> <li>• Retreat Update</li> <li>• Marketing &amp; Business Development           <ul style="list-style-type: none"> <li>i. Ticket Sales Update</li> </ul> </li> <li>• Programming / Outreach           <ul style="list-style-type: none"> <li>i. General Update</li> </ul> </li> </ul>		
<b>13. New Business</b>	David Brewster	9:00
<b>14. Adjourn</b>	David Brewster	9:05

**NEXT EPFD BOARD MEETING – Thursday, July 27, 2023 - 7:30 AM**

**ACTION ITEMS:**

1. Create external organization chart
2. Send out meeting invite to revised June meeting date (June 29)
3. June EPFD Board meeting agenda items
  - a. Approval of Building Envelope & Condition Assessment contract
  - b. Report on how Employee Handbook is received by staff
  - c. Report on meeting with Snohomish County PFDs executives regarding Association of Washington PFDs (inform Betty Erickson (Cowlitz PFD) about discussion)
  - d. Review yearend development projections
  - e. Review mid-year budget in more detail
4. Inform Steering Committee of appointment of EPFD Board members to outside committees/organizations
5. Contact City about scheduling approval of Board Member Maloney's reappointment on City Council Consent Agenda
6. Committee Assignments
  - a. Update Board Committee list and inform Steering Committee, ECA Board, and Board Governance Committee
  - b. Inform EPFD Board members regarding committee schedule
  - c. Inform committee chairs about changes in EPFD board representative
  - d. Update EPFD, ECA and Committee Meeting Schedule to include meeting start/end time
7. Provide EPFD Board more frequent updates in June regarding ED search/interview process
8. Check with Francis Chapin about expanding the invite list for 4<sup>th</sup> Avenue Cultural Corridor project
9. Inform Admin & Finance of EPFD Board's decision not to put funds into the Board Designated Fund
10. IDEA Committee discuss modifying the land acknowledgement statement to address that land was unceded