

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, August 25, 2022 – 7:30am

7:30 AM - CALL TO ORDER

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| 1. Call to Order | Ray Liaw | 7:30 |
| 2. Land Acknowledgement & Equity Statement
<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> | | 7:31 |
| 3. Closed Executive Session Announcement | Ray Liaw | 7:33 |
| 4. Closed Executive Session <ul style="list-style-type: none">Executive Director contract- ReviewExecutive Director Performance Evaluation | Ray Liaw | 7:35-8:05 |
| 5. Reconvene Open Session | Ray Liaw | 8:10 |
| 6. Board President's Comments <ul style="list-style-type: none">Agenda ReviewExecutive Director Announcement | Ray Liaw | 8:10 |
| 7. Public Comment | | 8:20 |
| 8. Consent Agenda <ul style="list-style-type: none">EPFD Board Minutes: June 23, 2022EPFD Special Meeting Minutes: July 22, 2022Disbursement Reports: June & July 2022 | Ray Liaw | 8:25 |
| 9. Old Business <ul style="list-style-type: none">Prior Action Items ReviewAugust Staff Report – Questions/Comments? | Ray Liaw/
Lori Meagher | 8:30 |
| 10. PFD Board Business | Ray Liaw | 8:35 |
| 11. Finance & Operations Update <ul style="list-style-type: none">Finance<ul style="list-style-type: none">State Audit- UpdateFinance Reports – Draft June 2022Human Resources<ul style="list-style-type: none">UpdateInclusion & AccessibilityFacilities<ul style="list-style-type: none">Building Envelope Project – RFQ Update | Lori Meagher | 8:35 |
| 12. Executive Report / Steering Committee <ul style="list-style-type: none">Boys & Girls Club- Update | Joe McIalwain | 8:50 |

- Strategic Planning- Update
- Marketing & Business Development
 - i. Ticket Sales Update
- Programming / Outreach
 - i. General Update
- Association of PFD's
- GALA Update

13. New Business	Ray Liaw	9:05
14. Adjourn	Ray Liaw	9:10

NEXT EPFD BOARD MEETING – Thursday, September 22, 2022 - 7:30 AM

6-23-2022

ACTION ITEMS:

1. Schedule Facilities as separate agenda item, provide monthly update to EPFD Board
2. Mr. McIlwain and Ms. Meagher work on developing a timeline and process for drafting, reviewing and releasing an RFQ for the building envelope assessment
3. Schedule approval of Executive Director Contract on July meeting agenda
4. Contact EPFD Board attorney regarding cellular lease:
 - a. What happens if Terabonne dissolves
 - b. Insurance requirements for Dish
 - c. Notice to relocate the equipment
 - d. Indemnification on hazardous materials adjacent to the premises
5. Change name of Board President on signature line of documents
6. Review bylaws regarding reappointment of board member who completed term of previous board member
7. Schedule special meeting on July 13th at 7:30 a.m. and send out Outlook calendar invite
8. July 13 special meeting agenda items:
 - a. Approve cellular lease agreement
 - b. Approve bylaws – include redline (to original) and clean version in packet and strike document tracking number
 - c. Approve reappointment of Board Member White (if required by bylaws)
9. Schedule review of updated employee handbook at the next EPFD Board meeting
10. Post ECA openings where the City and other governments posted openings
11. Mr. McIlwain and Ms. Meagher meet with the City to discuss development agreement for ECA site
12. Provide further information at the next meeting regarding update of the land acknowledgement statement
13. Present updated Strategic Plan RFP to EPFD Board after review by steering committee
14. Copy Board Member Brewster on RFP for strategic planning process