

AGENDA

**Edmonds Public Facilities District
Meeting of the Board of Directors
Edmonds Center for the Arts, via ZOOM
Thursday, April 23, 2020 – 7:30am**

7:30 AM - CALL TO ORDER

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| 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.

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| 3. Board President's Comments | David Brewster | 7:32 |
| • Welcome New EPFD Board Member Bill Willcock | | |

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| 4. Consent Agenda | David Brewster | 7:35 |
| • EPFD Board Meeting Minutes 2-27-2020 | | |
| • EPFD Board Meeting Minutes 3-26-2020 | | |
| • EPFD Disbursement Reports February 2020 | | |

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| 5. Old Business | David Brewster | 7:38 |
| • Prior Action Items Review | | |

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| 6. PFD Board Business | Matt Keller | 7:45 |
| • Amendment #3 to 4-Party Interlocal Agreement - Update | | |
| • Proposed changes to EPFD By-Laws and Charter – Action | | |

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| 7. Finance, Facilities & Operations | Matt Keller | |
| • February 2019 Draft Finance Reports | | |
| • FY 2019 YE Financial Statements – Audit Ready | | |
| • SBA PPP Loan Update | | |
| • Insurance Claim Update | | |

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| 8. Executive Report / Steering Committee | Joe Mclalwain | 8:10 |
| • Personnel Update | | |
| • Industry Update | | |

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| 9. Marketing & Business Development | Joe Mclalwain | 8:20 |
| • Season Announcement – Process & Timing | | |

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| 10. Philanthropy | Joe Mclalwain | 8:35 |
| • Center Stage – May 6 | | |
| i. Event Update | | |
| ii. RSVPs & Attendance | | |

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| 11. Inclusion & Accessibility, Education & Outreach | David Brewster/Gillian Jones | 8:45 |
| • Educator Preview Event | | |
| • New Programming Opportunities | | |

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| 12. New Business | David Brewster | |
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| 13. Adjourn | David Brewster | 9:00 |
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NEXT EPFD BOARD MEETING – Thursday, May 28th, 2020 - 7:30 AM

ACTION ITEMS:

1. Inform board of outcome of City Council interview/appointment of Mr. Willcock.
2. Carryover action items from January meeting
 - a. Provide final December 2019 Finance Report at April board meeting
 - b. Provide EPFD board members summary of retreat facilitator evaluations
 - c. Once receive finalized contract, draft thank you to Snohomish County LTAC Board
 - d. Work with City staff on date for presentation to City Council
3. Mr. McIalwain confer with SnoCo PFD Chair Steve Shelton regarding use of Tier 1 and 2 funds for operations
4. EPFD bylaws and charter - board members submit comments to Mr. Keller who will forward them to attorney for review. Once attorney makes comments/edits, circulate revised bylaws and charter to board members for discussion and potential adoption by resolution at the next meeting
5. Consider hiring a contract accountant or using a volunteer