

In Attendance

- Present (Board): Dr. Rayburn Lewis, Mr. Gerald Bradford, Mr. John Yasutake, Ms. Shaude' Moore, Rev. Dr. Phyllis Beaumonte, Ms. Patricia Hayden, Mr. Lewis Rudd, Mr. Kelly Jefferson
- Staff: James King Jr., MaryKate Ryan, Benita Thomas, Torey Robinson, Adrian Collins
- Absent: Mr. Chukundi Salisbury, Dr. Ben Danielson, Dr. Carver Gayton,
- Guests: Shaun Glaze, Chris Webb

Acknowledgement of Our Presence on First Nations Land

"We the Central District Community Preservation & Development Authority acknowledge that we are on indigenous land, the unceded ancestral lands of the Duwamish people, Seattle's Host Tribe. A people that has occupied this land since time immemorial. A people who are still living right here today, fighting for federal recognition and bringing to light the Duwamish Tribe's rich heritage."

Approval of the Agenda & Minutes

- Changes to the agenda -- Request to extend the agenda to 8 pm. Request that public discussion should come after President's Report, Part 1, to allow public comment to come earlier in the meeting. Request to extend finance committee report by 10 minutes. Add delineation of next meeting's agenda to end of this meeting. Question -- will that meeting still include board training by Maketa Wilborn? Depends on new proposed meeting schedule.
 - ❖ Motion to accept the **Amended** Agenda made by Mr. Yasutake, 2nd by Ms. Hayden. Approved

8//2021 Meeting Minutes -

- ❖ Motion made to **Accept** the Minutes by Mr. Yasutake, 2nd by Ms. Hayden and approved

Presidents' Report

- Rev. Dr. Beaumonte will be acting as the parliamentarian to ensure proper procedure.
- President's Report/Recommendations sent out to the Board members. Reconsider meeting schedule and burden on Officers, but also other board member concerns about not being heard on decisions.
- Motion to hold full board meetings weekly on Wednesdays, made by Mr. Bradford, seconded by Ms. Moore.
 - Would there be a timeframe for how long the board would hold weekly meetings? Bylaws are silent on the maximum number of meetings, but calls for at least 2 meetings per month.
 - Not everyone has time to attend weekly meetings -- email, Google chat, and texts have all been used to inform Board members of issues and information. This schedule would be a burden to Board members' families and time outside of full-time work.
 - Is there a specific task to accomplish with these additional board meetings? Or did this arise out of discussions about communication?
 - Some rapid decisions need to be made, and are made, by the officers between board meetings. This has led some board members to feel left out of decision making.
 - Special board meetings might be less of a burden to the board members' time.
 - Will having the strategic/business plan, with specific tasks and assignments, help take the burden off the officers? Could this be the goal to accomplish with more frequent board meetings for a shorter span of time? Several additional board members agreed with this focus.
 - Review by-laws and OPMA rules on special meetings -- what is the notification period? 10 days prior to the date of the meeting.

Question was called on the motion to meet weekly -- three votes in favor. Five votes against. Motion fails.

Motion to discontinue weekly executive committee meetings made by Mr. Yasutake, second by Rev. Beaumonte. ●

A lot of things happen during the week -- the officers keep tabs on the functional needs of the building, and weekly officers' meetings are substantial and needed.

- Why would these be discontinued? Dr. Lewis made that recommendation in conjunction with the recommendation for weekly board meetings and to reduce the workload on the officers if weekly full board meetings were to take place.

Question is called. No votes in favor. Seven votes against. Mr. Jefferson abstained. Recommendation fails, weekly executive committee meetings will continue.

Additional recommendations should be discussed by the board in a future meeting.

Public Comment

Mr. Bradford invited Shaun Glaze to speak on their work with the Black Brilliance Research Project -- world's largest black-lead research project. Two National Science Foundation grants to fund the work. Launching internet towers, community-lead, community-owned internet. Would be interested in a tower on the McKinney Center building -- tallest or one of the tallest buildings in the CD -- could reach a 5-mile radius. Connecting Minority-serving Institutions grant (workforce development and community internet). Build Back Better challenge grant. Learn the tech, train on the tech, earn a living wage, and help community. Have sent materials to the Board. Chris Webb -- would like to hold a reserved spot for the SVI building. What is the timeline? Three initial installations -- KingCo digital equity grant with Local Connectivity Lab -- Skyway Library, Oromo Cultural Center. All installations to be completed this calendar year. Would like a decision in the next two months -- would like to come back within the next month to discuss with the board.

- Dr. Lewis referred the discussion to the facilities committee for discussion, followed by finance and programs & partnerships.
- Could a written document outlining the partnership be shared with the board? Each is individual to the org, MOU and LOI examples can be shared. No cost to the McKinney Center. Electricity cost is about \$15 a month.

Flyer about Rally for Voters' Rights shared in the chat.

Backpack Back-to-School event this weekend at McKinney Center

Committee Reports

Finance: chaired by Mr. Yasutake

- Motion to accept the finance reports for July 2021 made by Mr. Yasutake, 2nd by Mr. Bradford. Accepted.
- OPERATING BUDGET for July 2021-June 2022 (FY follows the state's, so we're in FY2022). Based on this past year. Some new expenses are projected, not committed at this time. \$529,950 expenses expected. Board can continue to delve into detail on this budget and vote at a future meeting.
 - Right now, estimates for administrative associate and executive director starting in January 2022. This does not include benefits -- they are excluded from the budget at this time. Expected to be 25-30% of salary. How this works depends on how we are situated with regards to state benefits.
 - Why does fundraising amount, since projected, not equal a balanced budget amount? Does board want that?
 - What are recruitment expenses? That is the quote from the executive search firm. They use fixed rate versus industry-common 1/3 of first year salary.
 - No additional contracts should be signed until this budget is approved and revenue comes in from state.
 - CAPITOL budget will come after the building assessment is completed.

Motion: draft operating budget submitted by the finance committee for consideration by the board, with intent to consider and discuss at a future meeting, seconded by Ms. Hayden. Approved.

Facilities: chaired by Mr. Bradford

- Adrian Collins, facilities manager: building is clean. Walks around every other day. South side tent has been moved. Screens on ventilation systems fixed/replaced. McKinstry did not show up to replace filters. Shed debris still needs to be removed from parking lot.
- Benita Thomas, project management report: Negotiations with a firm to provide building assessment. Accurate and prioritized capitol projects list. Project management plan out for review. Evaluation Thursday, 2 Sept 5-8 pm with whole board. Seeking partnership with Regional Contractor Forum to let contracting community know about upcoming projects on the building.
 - If whole board is at the presentation, is this a public meeting? How will public be informed? Need to check in with the AG to see how this works. If project management hosts this, is it a special meeting? If we push it out one more week, we can post the agenda online. Move this to Thursday 9 September IF the AG thinks this would qualify as a Special Meeting.
- ❖ Motion to accept the Facilities Report – 2nd by Mr. Rudd, and accepted

Programs & Partnerships: chaired by Co Chairs Patricia Hayden and Lewis Rudd

- President Lewis had recommended that the board approve the Phase II P&P report recommendations - to accept the Phase II report, expand the selection committee, and begin to write the RFQ/RFP process. ● Motion to accept the P&P Phase II Report by chair Hayden – 2nd by Ms. Moore
 - This is what the board needs to move forward. Well done and detailed.
 - It will be good to acknowledge the applicants who are interested in partnerships.
 - Strategic plan needs to address some of the issues raised before the RFQ can be created.

Motion is approved without opposition.

Now, how do we execute this? Can the board use the next planning session with Mr. Wilborn to discuss the question of whether the CDCPDA is a real estate company or a service company?

Community Communications: chaired by Kelly Jefferson & Chukundi Salisbury

- Report will be sent to board by email tomorrow.

Government Affairs: chaired by President Lewis

- Organizational Status: Kathleen Johnson met with Rep. Santos, who understands and shares frustration about lack of finality. Mr. Cano relayed that the AG's office has a backlog on a lot of legislation from this session. Rep. Santos meets with them in September. Can bring Mr. Cano on to clarify if that helps.
 - What is the process to answer this question? Intent of legislation and statute studied. Rule-making authority includes study of precedent. Takes time. Is there any precedent? CPDAs are unusual.
- Open board seat -- meeting with Seattle Public Schools coming soon.

- ❖ Motion to accept the Government Affairs Report – 2nd by Mr. Bradford, and accepted

President's Report, Part II

- Will reach out to and as Mr. Wilborn to cover framework for business plan at next session. ● Search Firm update: contract not signed until we have reimbursement from state. (DOC contract with lawyers)

Adjournment

- Meeting adjourned at 8:07 PM; Next meeting 9/8/21, 6:00 pm

