

# Board Meeting Minutes

## February 2024

(regular meetings 3rd Thursday every month) | Please **wear a mask** covering your nose and mouth.

<p><b>Date/Time: Thursday February 15, 5:30 - 7:30pm</b>  <b>Meeting Location: Seattle City Hall, rm L280</b>                  Online option: <a href="https://seattle.webex.com/seattle/j.php?MTID=mbd809efc732765889405b07136c499c1">https://seattle.webex.com/seattle/j.php?MTID=mbd809efc732765889405b07136c499c1</a></p>		
<p>Reference Materials for this meeting:</p> <ul style="list-style-type: none"> <li>- Today's Agenda</li> <li>- January 2024 meeting minutes</li> <li>- Revised budget &amp; format</li> <li>- Bank of Record Resolution - Verity CU</li> </ul>		
<p>5:30pm (2min)</p>	<p><b>Call to Order</b>  <b>Review &amp; Approve Agenda</b>  <i>Items for Approval:</i> Today's Agenda; January Meeting Minutes</p>	<p>Kaileah (Chair)</p>
<p>5:32 (12min)</p>	<p><b>Check-in</b>  <i>What are you most looking forward to SSHD accomplishing in 2024?</i></p>	<p>Kaileah</p>
<p>5:44 (up to 30min*)</p>	<p><b>Public Testimony</b></p>	
<p>5:55* (10min)</p>	<p><b>Finance &amp; Audit Committee update</b></p> <ul style="list-style-type: none"> <li>• Hiccups with Commerce and City contracts</li> </ul> <p><i>Items for Approval:</i></p> <ul style="list-style-type: none"> <li>- Bank of Record Resolution with <a href="#">Verity CU</a></li> <li>- Revised budget format</li> <li>- Authorize FA Committee to work with accountants to develop accounting policies &amp; procedures</li> </ul>	<p>Chuck (Treasurer)</p>
<p>6:05 (25min)</p>	<p><b>Executive Committee update, Introduction to <a href="#">Simkin Search Associates</a></b></p> <ul style="list-style-type: none"> <li>• Hired Linny Simkin and Barnaby Dow as recruitment firm for CEO search;</li> <li>• Introduction &amp; review of Linny's process</li> <li>• <b>please set up time to meet with them as part of their intake process</b></li> <li>• high importance of confidentiality through this hiring process</li> <li>• Next steps of Hiring Committee (Tori as</li> </ul>	<p>Tom, Linny Simkin</p>

	<p>Committee Chair, Kay as VChair, Tom, Katie, Julie)</p> <p><i>Items for Approval:</i></p> <ul style="list-style-type: none"> <li>- Ratify contract with Simkin Search LLC</li> </ul>	
6:30 (5min)	<p><b>Communications Committee Update</b></p> <ul style="list-style-type: none"> <li>• Landing page is live</li> <li>• Full website (reviewed in January) is nearly ready</li> <li>• Next Steps in Comms workplan</li> </ul>	Devyn
6:35 (5min)	<p><b>Real Estate Committee Update</b></p> <ul style="list-style-type: none"> <li>• Next portions of RE education series</li> </ul>	Brian / Julie
6:40	-10min break-	
6:50 (25min)	<p><b>HON v. SSHD: Understanding our different lanes in moving toward better housing solutions</b></p> <ul style="list-style-type: none"> <li>• Brief overview of HON's upcoming work as they become an independent 501c4</li> <li>• Clarification of our different capabilities and lanes as as a board (vs rights as citizens)</li> </ul>	House Our Neighbors
7:15 (8min)	<b>Reminders &amp; Announcements</b>	Kaileah, All
7:23pm	<b>Adjourn</b>	Kaileah

**Attendance:**

- 1.) Kaileah- In person
- 2.) Chuck- In person
- 3.) Tori- Virtually
- 4.) Kay- Virtually
- 5.) Brian- Virtually
- 6.) Katie- Vitually
- 7.) Devyn- In person
- 8.) Wylie- In Person
- 9.) Julie- In Person
- 10.) Alex - In Person
- 11.) Chuck - In Person

**Absent:**

- 1.) Dawn
- 2.) Mike

**Viewer's/Guest:**

- 1.) HON- Tiffani McCoy
- 2.) HON- Nikita Oliver
- 3.) Judie

- 4.) Lilly Hayward
- 5.) Linny Simkin and Barnaby- Hiring Search Firm
- 6.) Amy - Board Consultant

**Notes:**

- Kalieah Called the meeting to order 5:31pm
- Agenda is approved at 5:33pm
- January meeting minutes motion to approve 5:34pm
- we have to get our minutes sorted and strutted to be a little bit smoother, Katie and devyn can you guys work together to get the meeting minutes sorted out
- check-in what are most looking forward for social housing looking to accomplish,
- Kaileh is excited about getting. Full description of te ceo role out and looking forward for the board retreat
- julie is excited to acquire property
- brian is really excited to connect with candidates for the ceo postion
- devyn is looking forward to getting started to getting properties
- Alex I feel like the board retreat will be better
- chuck is holding excitement till we get funding
- tori is excited about acquiring property at some point
- Kay is going to pass
- katie is excited for the board retreat
- amy is finding the most effective ceo for the board
- Public testimony: No public testimony
- Finance and audit committee update, we now have a bank account, we are working with the city to look at our backup options, chuck modified the budget in a different way, doesn't change what we budget for a category or per month, we do need to motion to authorize verity bank, Julie motions, Kalieah seconded at 5:45pm, (we got a motion to approve the revised budget- Motioned to approve Julie, Wylie seconded it passed at 5:48pm,
- we also talked to the cpa firm they will be supporting us in developing finance and accounting policies, we would want them to work with finance and audit committee, **Authorize FA Committee to work with accountants to develop accounting policies & procedures** Devyn Motion to approve, Katie seconds, approved at 5:51
- linny we are excited to work with the board, we retired last year, this was to intriguing to pass up, I grew up here, I am a mother of 2 adults, barnaby also has an NAPA from Harvard Kennedy school, we want to help we see what is going on in the streets, we have started our every other week meeting with the hiring committee, draft of the ceo position description we will send out to the full board tomorrow, we will prepare full detail notes on all the candidates, what we are thinking timeline is introducing at the may board meeting, the board will vote on the candidate they want, then start the onboarding process,

- Wylie would like to be on the hiring committee, Katie motions to approve, Julie was my second full board approves 6pm
- Julie motions to ratify CEO Job Description, Wylie seconds , item approved at 6pm
- We need to make a really good hire- Chuck
- 180 thousands is so much money, if there are ways we can mitigate that, wanting to be cautious- kaileah
- i am also struggling in the same way on a practical level, it's definitely who aligning with our values, its a high ask - Devyn
- i appreciate that as a poor person its hard to see the 180 thousand but the reality is if this person moves here the 180 thousand is middle class, the disparity between the different positions making a different amount of money, I would like to see us bump up that wage -kay
- if you pay that low you get equal experience,
- I think we need to be able to attract this person but retain them for a long period of time, it might cost us less in the future- Amy
- I'm interested in someone who is more stand up new things and fundraise creatively, growing the staff, the interest around equity,
- Using a range 180 - 210 on a job description, Chuck Motions to approve, Wylie seconds, Julie abstains was approved at 6:40pm
- 10 Minute Break - Started at 6:40pm
- Meeting started again at 6:50pm
- Katie will share out the document Tiffani shared with her
- How do we make sure we aren't violating our limitations, as collective we can not endorse it you should keep the board separate from your rights as a citizen
- everything that comes to us comes from a public side, which is open to the OPMA
- Signing up for the HON news letter on your personal email- Devyn (suggestion as an individual)
- Hon is pretty busy with the initiative we are working on currently, being able to support SSHD vision and mission, certain powers will being do whatever they can to discredit us, we can reach out to ask for help- HON Tiffani
- PDA's can not run on IOU's, we might be asking in the future to create your own plan or saying that we like the plan that was put together- HON Tiffani
- wanting an 18 month plan out of the board retreat,
- we do have a temporary landing page launched, I has a link that is publicly viewable, I think everyone has sent us bios and photos if you haven't we used your pictures and bios from the renters commission instagram-Devyn
- we have our next educational videos we have 4 videos out now, we covered different terms and see how we speak about rental models, in the last one we learned how to talk about ami's, the next two are how do we plug these rents into the rental model, we are working on the next two and please give me feed back or ask questions- Julie
- next meeting will be March 21st same place same time
- reminders or announcements, None
- meeting adjourned at 7:28pm