



Meeting of the PHPDA Governing Council
June 12, 2012 4:30-7:00 p.m.
 Quarters 2 Building, Beacon Hill
 1200 12th Ave South Seattle, WA 98144

MEMBERS PRESENT		NOT PRESENT	ALSO PRESENT	
Linda Ruiz	Nate Dreon	Kevin Fox	Rosemary Aragon	Christina Bernard
Mike Heinisch	Dan Lessler (from 5:00)	Judy Tobin	Jackie Wolfe	Judy Clegg, Clegg & Associates (from 5:00)
Theresa Rambosek	Marc Provence		Denille Bezemer, Clegg & Associates (from 5:00)	
Marite Butners (phone)				

Theresa Rambosek called the meeting to order at 4:40 p.m. A quorum was present. There was no public comment.

Consent Calendar

The Governing Council approved the May 30, 2012 Governing Council minutes (Moved/2nded by Heinisch/Provence. 6 of 6 in favor).

The Governing Council accepted as information the Finance & Audit Committee minutes from May 8, 2012 and the Planning Committee minutes from May 2, 2012.

Governance

Appointment of strategic advisors to Planning Committee, Pam MacEwan and Elise Chayette
 Planning Committee Chair Marc Provence reported that he, Linda Ruiz, and Executive Director Rosemary Aragon had identified and met with two candidates to become strategic advisors to the Planning Committee, Elise Chayet and Pam MacEwan. The Planning Committee discussed both candidates and believe they will be positive additions to the Committee, with good experience and knowledge. Both would be non-voting advisors to the Committee.

The Council voted to appoint Elise Chayet and Pam MacEwan as strategic advisors to the Planning Committee (Moved/2nded by Provence/Ruiz. 6 of 6 in favor).

Tower Update

The Executive Director updated the Council on recent events related to the Tower lease.

Financial Stewardship

2011 Audit

Finance Committee Chair Marite Butners discussed the 2011 Audited Financial Statements and report. The Finance Committee met with Andrew Prather immediately prior to the Governing Council meeting and recommended approval of the audit. The PHPDA had a clean audit with no adjustments or internal control issues noted. The issue regarding grant accounting raised in last year's audit was addressed and corrected.

The Council voted to approve the 2011 Audited Financial Statements prepared by Clark Nuber (Moved/2nded by Butners/Dreon. 6 of 6 in favor).



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Tower Insurance

The Executive Director reported that she had acquired property, general liability, umbrella, and two earthquake insurance policies on the Tower property as of June 1, as authorized by the Governing Council at their last meeting. The Council voted to approve payment of the premiums for all of these policies (Moved/2nded by Provence/Heinisch. 6 of 6 in favor).

Employee Benefits Operating Policy (02-2012)

The Council reviewed an operating policy on employee benefits that references the Employee Handbook as the source for the details of the benefits policy. The Finance Committee reviewed the policy at their May meeting and forwarded it to the Governing Council. The Council voted to adopt Operating Policy 02-2012 Employee Benefits (Moved/2nded by Butners/Dreon. 6 of 6 in favor).

Strategic Planning

Overview

Judy Clegg discussed the topics and decisions covered at the previous meeting and the topics to be covered in this final strategic planning session.

Discuss Stewardship Goal Strategies and Action Priorities

The Council discussed the stewardship goal that was added at the last meeting and the proposed strategies related to that goal developed by the Planning Committee. Following considerable discussion, the Council modified the language under Goal three, relating to stewardship. They Council identified strategies for this goal, which are focused on revenue, the value of the PHPDA's property, and community benefits.

Finalize all Strategies and Funding/Action Priorities

The Council discussed several modifications the Planning Committee made to the funding priorities for goals one and two, and agreed that they liked the changes.

The Council discussed whether they would like to have any action priorities for goal three. They proposed the creation of an ad hoc committee to discuss ideas and alternatives for a facilities plan for the property as a whole, and discussed likely members, including Council members, strategic advisors, and past PHPDA Council members. The Council voted to invite Tom Byers, Margaret Shepherd, and Gary Zimmerman to participate in the group and to approve their appointment if they accept the invitation (Moved/2nded by Ruiz/Lessler. 7 of 7 in favor).

Grant Making Principles and Approach

The Council discussed the grant making principles, which were previously reviewed and modified by the Planning Committee. They agreed that they liked the broad approach to grant making outlined in the principles.

Strategic Plan Wrap Up

Judy Clegg provided a summary of the products she will provide as a conclusion to the strategic planning process. She will provide a draft of the products so that any changes or comments can be incorporated before the July Governing Council meeting. The Council will approve the final strategic plan at that time.



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Adjournment

The meeting was adjourned at 6:51 p.m.

Minutes approved _____ (Date)