

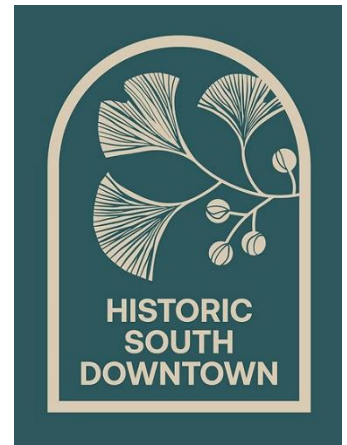
# Historic South Downtown Board of Directors Meeting

Tuesday, January 25, 2022

Present: Nuria Hansen, Shava Lawson, Diane Le, Derek Lum, Quynh Pham, Dana Phelan, Stephanie Pure, Jessica Rubenacker, Tuyen Than, Jessa Timmer, Ken Takahashi

Staff: Kathleen Johnson, James King, MaryKate Ryan

Public: Jordan Goldwarg (OneWorld Now), Bettie Lau



## CALL TO ORDER

Dana Phelan called the meeting to order at 5:01 pm.

## Public comment

No public comment.

## CONSENT AGENDA (Action)

Presenter: Dana Phelan

- Finance Reports (October 2021, November 2021, December 2021)
- Meeting Minutes (October 2021 and December 2021)

*Motion to amend consent agenda to remove finance reports from this consent. Moved by Shava Lawson, seconded by Jessa Timmer. Approved by all.*

*Motion to approve the consent agenda. Moved by Tuyen, second from Shava Lawson. Abstentions (new board members): Jessa Timmer, Nuria Hansen and Quynh Pham. Approved by all.*

## GRANT PROGRAM UPDATE

### Grant Presentation

Presenter: OneWorld Now, Jordan Goldwarg, Executive Director

- Overview of One World Now, youth Development organization that promotes world language learning particularly with less commonly taught languages in the U.S. Located in the C-ID.
- Updates and success stories
  - Back running programs in the neighborhood for the first time since March 2020
  - Leadership classes at Chong Wa, 25-30 students
  - Hoping to offer in-person language courses at their offices on Maynard soon
  - Deepening relationships with Seattle Public Schools and Highline Public Schools
    - Seattle Public Schools: offering classes integrated into the school day at three different schools across the district, Denny Middle School and Chief Sealth High School (Arabic language classes), Rainier Beach High School (Mandarin Chinese class)

- Highline Public Schools: new relationship; opportunities to learn Arabic through afterschool program
  - Restoration of Chong Wa mural last July: originally painted in early 1990s and had been covered by graffiti, restored to original mural along with other community partners
  - Increase staff hours with HSD funding; first community engagement and recruitment coordinator (more community partnerships) and a development manager (more financial sustainability)
  - 2021-22, serving 270 students; 71% of students identify as BIPOC; 42% eligible for free or reduced-priced lunch
- Challenges
  - Admin support is not keeping up with expanded enrollment; a third of staff have left since August 2021 (12 total, 3 full-time); a lot of uncertainty related to the pandemic (e.g. temporarily moved classes back online during the omicron surge)
- Upcoming Activities
  - Developing more cultural nights open to the broader community
  - Continuing to build partnerships with other neighborhood groups (focus of Round 4 funding)
  - Get Global, a student-organized conference on May 14

### Grant Making Update

Presenters: Kathleen Johnson and James E. King, Jr.

*Status of contracting*

*Surveys and feedback*

- **Contracting:** Currently contracting for Round 4
- **Surveys/Feedback:** We are conducting a survey for Round 4. MaryKate is preparing the survey and hoping to share out to grantees by next week. We are asking how grantees felt about the grant process, especially with the new system (Foundant) and how it was to use? MaryKate also shared that grantees used Foundant for benchmarking – if grantees were awarded less money than requested, they were able to update their benchmarks in the system.

### Grant Equity Task Force

Presenters: Task Force Members

*Process, updates, questions*

Kathleen gave an overview of the grant equity committee. Task Force members gave updates for new board members.

- Kathleen shared that the grant equity committee formed out of the grantmaking goal of providing funding for CID/PS equally, which we hadn't been. Structurally, there are more nonprofits in the CID who can apply for individual grants, as compared to PS, but need is still apparent in both neighborhoods. We are trying to do a deep dive to go as equal a split as we can and this task force formed to look deeper at equity in our process. Task for is currently meeting and making updates during the board meetings. Kathleen mentioned the task for is getting into the specifics, with two meetings remaining. Big questions: How do we determine who needs the funding the most? Adhering to the idea that this is an iterative process.
- Sapna Saporì is our facilitator (brought on due to experience with this type of DEIA work) and having had experience facilitating a previous HSD annual retreat.  
<https://sapnastrategies.com/about-me/>; (about)  
<https://communitycentricfundraising.org/tag/sapna-sopori/> (writings)

- Kathleen wanted to make sure we had people from each neighborhood and people who had experience in the grantmaking role.
- It's been helpful to go through a facilitated process, as we're all coming from a different place. The task force continues to build on what we learned in the first couple of meetings, studying best practices together around equity in grantmaking and how they can be used for HSD.
- Shared out links to resources and readings and Zummaries (meeting summaries)
  - C:\Users\sandb\Historic South Downtown\Historic South Downtown Team Site - Documents\Board & Governance\Committees\Equity Ad Hoc Committee\Reading Homework
  - YouTube videos: <https://www.youtube.com/channel/UC54U9L0s2JK06WIPXljuH3w>
- Sapna has been great at thinking through potential areas of equity – where we have room for growth and where we might have limitations, keeping aspirations in front of us at all times.
- MaryKate gave an update that the granting committee will then the work of the equity task for to then update our grantmaking process, e.g. reviewing how the community review committee is formed together with an equity lens, challenging ourselves to look at the membership of that committee and that we're putting equity forward in that membership, challenging ourselves to look at the membership of that committee and that we're putting equity forward in that membership. Then HSD will share out to the community about this process.

## COMMUNICATIONS UPDATE

Presenter: Kathleen Johnson and MaryKate Ryan

*Website/Videos*

- Kathleen shared that wanting to make it more interactive and that we shot a video in December with Rep. Santos and should be released soon
- Translation: MaryKate shared that we're working with Interpret This for the website and that the website will be translated into traditional Chinese and Vietnamese; Round one will translate just website headers and will hopefully will be up in February.
- The board member page will also be updated and new board members should send in headshots.
- HSD is on Facebook, Instagram and YouTube (not Twitter for now).
  - <https://www.facebook.com/historicsouthdowntown/>
  - <https://www.youtube.com/channel/UC54U9L0s2JK06WIPXljuH3w>
  - [Instagram.com/hsdseattle](https://www.instagram.com/hsdseattle)
- Staff is working on an HSD Communications Policy.

## WSBLE Advocacy / DEIS Status & Questions

Presenter: Kathleen Johnson

- The WSBLE DEIS translated versions out soon. Hard copies will be delivered to Hing Hay Coworks and communities members can read there (must use the sign in sheet if you want to use a hard copy). Copies are also available at the C-ID Library and Pioneer Square Alliance. May only be getting translated Executive Summary.
- HSD is trying to make the DEIS accessible to the community. "Every comment counts." Community members can visit website or contact HSD to walk through the process of leaving comments: <https://wsblink.participate.online/>
- There will be an In-person event on March 17 to review. More updates to follow.
- HSD will hold a "book club" for DEIS discussion, people will be assigned a chapter to read and then discuss. Use our various channels to push out information to think about.

- HSD received \$50,000 from the City to examine the DEIS and specifically the environmental justice section to help write a comment letter.

## Board Development

Presenter: Kathleen Johnson

### *Board Vacancies*

### *Committee Overview and Membership*

- Currently there is a board vacancy. Jimi Hightower is no longer at Discover Your Northwest, so we are in need of a Pioneer Square Business Seat. The vacancy will be posted on website and Facebook but relying on board members for nominations and hoping to fill by next month.
- Kathleen organizing a training for 2021 and 2022 cohorts. Key component of the training will be committee descriptions. Each board member to take up one committee assignment.
  - **Finance:** Reviews audit and all things finance, working directly with auditor. *Current: Dana and Shava. Need at least one more member.*
  - **External relations:** Community relations and an opportunity to also support messaging/social media. Needing to build up more capacity. *Current: Derek. Tuyen will join.*
  - **Grantmaking Committee:** update grantmaking plan, help edit new grant applications, transparency in process. *Current: Jessica, Ken Diane. Need at least one more member.*
  - **Board Development:** Planning annual retreat and mixer, recruiting board members. Want to create a training calendar and organize tours etc. *Current: Stephanie. Quynh will join.*
  - **Executive:** Made up of officers: Dana, Derek, Shava, Jessica

## FOR THE GOOD OF THE ORDER

- *State of the Neighborhoods*
- *Other announcements*
- Jessa: Pottery NW is moving into PS in Foster/White Gallery space. An opportunity to reach out to see if someone from Pottery NW would want to join the board.
- Nuria: PS Pergola Park/Square has had recent activations with buskers and activities including with artists selling crafts. Great to see this activation.
- Quynh: Little Saigon Creative: Events three Saturdays in a row; (1) last Saturday featured sticky rice making; (2) this Saturday is lion dance and painting; (3) regular first Saturday and includes new art exhibit opening that centers around food
- Jessica: Wing Luke Museum's Lunar New Year fair is this Saturday from 11am –3pm. Keeping event outside with lots of activities throughout the afternoon (Chong Wa Parking Lot)
- Stephanie: King County Metro working with community on issues at 12<sup>th</sup> and Jackson, safety issues are becoming much more visible and concerning. Large group meeting this week and will continue to meet with a goal of keeping passengers safe at that site.
- Kathleen: Virtual HSD meetings until we have a hybrid option in place.

## ADJOURN

Meeting adjourned at 6:21pm.