

Historic South Downtown
Meeting Minutes March 24,2020

Attendees: Jamie Lee, Azar Koulibaly, Julie Fonseca de Borges, Maria Batayola, Jessica Rubenacker, Derek Lum, Shava Lawson, Stephanie Prue, Dana Phelan, Ken Takahashi, Carl Seip, Karen True

Staff: Kathleen Johnson, James King, Jr

Call to Order - 5:02pm by Jamie Lee

Emergency Funding Grant Program, **Amending the Strategic Plan**

- Emergency Funding for two categories
 - Support of non-profits' immediate needs in response to COVID-19
 - Support area non-profits who are directly supporting small businesses in the neighborhoods
- Legal Recommendation
 - HSD is the only state created entity with authority
 - Strategic plan needs to align with all programming, including responding to this emergent need
 - Funding needs to be spent in a specific manner (example: ...to promote sustainable workplace opportunities...)
- Board discussion
 - Intent to only fund in crisis situations or all situations? (as is currently written in RFP draft)
 - Intent was to avoid needing to amend the strategic planning multiple times (so broadly written is intentional)
 - We need to step back and ask ourselves if we're moving beyond our perceived purpose to mitigate large public project impacts on the two neighborhoods
 - Resiliency of neighborhoods is core to who we are and what we are charged to do; this is an unprecedented time, the neighborhoods need support; we may not have perfection but we need to move/support
 - Cited economic broad scope of HSD to help sustain the essence of both neighborhoods
 - Fragility of neighborhoods in this crisis situation, both are less resilient because of the large scale public projects
 - We're trying to be responsive to an emergent situation that will have long-term effects- add emergency proviso now, discuss later if we need modify strategic plan later
 - Statement needs to be contextualized, and include wording such as "in response to crisis/emergency situations"
- Maria Batayola **motioned** to amend strategic plan to add language as proposed under Goals & Objectives section per conversation.
- Azra Koulibaly seconded.
- Discussion = none
- No oppositions, no abstentions
- **Motion carried.**

Emergency Funding Grant Program, Request for Proposals

- 3 months open period, up to 475,000 dollars, requests considered on a rolling basis during open period

- Impact to 1/2 of round 4 funds at this time
- Round 3 will not be impacted at this time
- This funding can support operating funds if emergency situation continues
- Two pots of money for this RFP, \$175k = non-profits; \$300k = non-profits to support small businesses
- Conversation focused on elevating program purpose (as defined by HSD) in the RFP to determine reporting criteria
- Stephanie Prue **motioned** to amend RFP per conversation.
- Karen True second.
- Discussion =none
- No oppositions, no abstentions
- **Motion carried.**

Consent agenda moved to next month.

Board provided with background information on WA state framework via email.

Audit Approval

- Kathleen Johnson presented that Management Discussion is now included in the auditor's report, as presented in January 2020.
- Dana Phelan stated that it was a clean audit with good recommendations moving forward.
- Julie Fonseca de Borges **motioned** to approve.
- Ken Takahashi second.
- Discussion =none
- No oppositions, no abstentions,
- **Motion carried.**

Board Retreat

- Saturday, March 28th - 10am-2:30pm
- Happening virtually on Teams platform, guest speakers/presenters will participate with facilitator.

Good of the Order

- Catch 22: delivery service providing support for neighborhood restaurants
- Carl Seip is stepping down today.

Adjourn 6:37pm

These minutes were approved by the Board of Directors on _____.

Signed: _____

Name: _____

Secretary, Historic South Downtown Board of Directors