



Puyallup Watershed Initiative

COMMUNITY BOARD MEETING SUMMARY

Date: June 12, 2019 from 5pm to 8pm

Venue: Centro Latino, 1208 S 10th Street, Tacoma, WA 98405

Attendance:

- **Community Board:** Jacques Colon, Kristy Fry, Nannette Huber, Corey Mosesly, Don Partington, Debbie Terwilleger, Kent Thomas, and Anaid Yerena
 - **Absent with Notification:** Kathryn Lewis and Heather Shadko
 - **Absent without Notification:** Agustin Moreno
- **Initiative Staff:** Jennifer Chang and Sarah Spence
- **Guest(s):** Kendra Rice (GTCF Photographer), Gabriella Raisl, and Virginia Phelps

MEETING DECISIONS*

Topic: Consent Agenda

Decision: APPROVED – the consent agenda as presented.

**For additional details regarding each topic and decision, please review the following abridged meeting minutes.*

Activity Summary	Lead	Purpose
WELCOME & DINNER <ul style="list-style-type: none"> • Welcome, fellowship, and community building amongst Board members. 	Corey Mosesly	Fellowship & Community building
ANNOUNCEMENTS & INVITATIONS <ul style="list-style-type: none"> • Jefferson Mok was announced as the Initiative’s new Development & Communications Strategist. Filling this role will bring critical contributions that anchor organizational sustainability and enable the Initiative’s journey into maturity. • June Announcements and Invitations Document 	Anaid Yerena	Information Sharing & Initiative engagement (with COIs & beyond)
CONSENT AGENDA <ul style="list-style-type: none"> • The consent agenda included May 1st Community Board Meeting abridged minutes, and April 2019 financial overview & narrative. Consent agenda was approved. 	Jennifer Chang	Information sharing & Decision
2020 COMMUNITY BOARD RECRUITMENT <ul style="list-style-type: none"> • Community Board members received an overview of the 2020 recruitment and selection timeline, as well as a review of Board member terms and the process for Board members who are completing a term to reapply, if desired. • The 2020 Community Board recruitment process will include an Interview Committee. Similar to previous Board Interview Committees, the desired composition is a mix of Community Board and Initiative staff team members. More details to both the Community Board and Initiative staff team members will be 	Nannette Huber	Information sharing, Discussion, & Brainstorming

<p>shared soon regarding this opportunity to help shape next year's Board.</p>		
<p>WORK GROUPS SHARE OUT The five 2019 Work Groups (Executive; Finance; Diversity, Equity, & Inclusion; Communications; and Board & Resource Development) shared key updates, including:</p> <ul style="list-style-type: none"> • The Initiative is completing a Business Health Check-Up with an independent financial consultant to review the organization's financial systems, processes, and procedures, which will result in recommendations to strengthen and enhance procedures going forward. • In follow-up from the May Community Board session with Kyle Halmrast, Board & Resource Development Work Group shared updates on the resource development workshop between the Board and The Ostara Group. The Board agreed to schedule a separate time for this workshop in July or August. • The Diversity, Equity, and Inclusion Work Group that includes numerous non-Board member participants, discussed the Work Group's current purpose statement as well as ways to refine and strength it. In addition, the Work Group brainstormed short- and long-term tangible actions. 	<p>Work Group Chairs</p>	<p>Accountability & Trust-building action among Work Groups</p>
<p>2019 OPERATIONS BUDGET CHECK-IN & 2020 OUTLOOK</p> <ul style="list-style-type: none"> • The budget check-in included a review of the Initiative's total current funding and sources, the funding pathways, and operation budget categories. • Looking towards next year, The Russell Family Foundation (TRFF) continues to be the Initiative's primary funder and the award invitation for 2020 maintained the trend in recent years of reductions. • An important part of the 2020 outlook is the financial infrastructure and organizational capacity the Initiative is building. 	<p>Jennifer Chang & Debbie Terwilleger</p>	<p>Information sharing & Discussion</p>
<p>EXECUTIVE DIRECTOR PERFORMANCE REVIEW PROCESS</p> <ul style="list-style-type: none"> • A brief overview of the current status of the Executive Director performance review process occurred. As the Initiative transition and evolution continue, the emphasis is on establishing clear performance benchmarks based on functional categories to create a solid foundation that can be built upon going forward. 	<p>Debbie Terwilleger</p>	<p>Information sharing & Discussion</p>
<p>CLOSING</p>		<p>Closure, Appreciation, and Continuous improvement/learning</p>