



# REGULAR SESSION OF THE BOARD OF DIRECTORS

Thursday, June 27, 2024

Minutes

**DATE AND LOCATION:** Dance Barn

**CALLED TO ORDER AT:** 7:00PM.

**AUDIENCE MEMBERS:** Not Recorded

### BOARD MEMBERS PRESENT:

1. Keith McLean	4. Laurie Robinson	7. AJ Tischleder	10. Robb Gibbs-excused
2. Taimi Van de Polder	5. Sonia Voldt	8. Rick Asai-Zoom	11. Daniel Rodriguez
3. Linda Bradley	6. Ray Meador	9. Stu Mitchell	

### ATTENDING:

**Staff Members:** Jo Anne Jensen, General Manager. Spencer Huston-IT Support

#### Call to Order

President McLean called the meeting to order at 7:00PM.

Land Acknowledgement and Anti-Racism Statement.

#### President Moved to Adopt Agenda.

**Motion:** Move to Amend the Agenda to remove June 13, 2024, minutes and add Item 8c Approve Attendees to LWUSD Tabletop Exercise

<b>Motion By:</b> Director Bradley		<b>Seconded By:</b> Director Van De Polder	
<b>Approved:</b> X	<b>Not Approved:</b>	<b>Tabled:</b>	<b>Died:</b>
<b>In Favor:</b> Unanimous	<b>Against:</b>	<b>Abstained</b>	

#### Moved to Adopt Amended Agenda

<b>Motion By:</b> Director McLean		<b>Seconded By:</b> Director Van De Polder	
<b>Approved:</b> X	<b>Not Approved:</b>	<b>Tabled:</b>	<b>Died:</b>
<b>In Favor:</b> Unanimous	<b>Against:</b>	<b>Abstained</b>	

1. Announcements. None

2. Property owner comments.

A member addressed the Board about committees and how members can make presentations to the Board.

4. Consent Agenda-Minutes removed for revision.

5. Finance Report-April Financials

6. Committee Reports

6a. Document Review-Presented

6b. Finance-Presented

6c. GM Search-Presented\*

6d. Long Range Planning-Presented

6e. Nomination & Elections-No Presentation

6f. Safety-Presented

**\*Non-Agenda Item**

During Director Asai’s committee report it was noted that the Board had been provided with a handout of the GM Profile document. No motion was made to amend the agenda. The Committee has just received the draft profile from Prothman. The Board had little time to review and voting on it would be difficult. After discussion the following was proposed:

**Motion:** The Board will all respond to the Board Secretary by Monday at Noon with comments regarding the Sudden Valley Community Association, General Manager Profile job ad.

<b>Motion By: Director McLean</b>		<b>Seconded By Director Van De Polder</b>	
<b>Approved: X</b>	<b>Not Approved:</b>	<b>Tabled:</b>	<b>Died:</b>
<b>In Favor: 9</b>	<b>Against:</b>	<b>Abstained:</b>	

**7. Continuing Business**

7a. Review Budget Calendar- Board discussed upcoming schedule for budgeting and preparing for the AGM.

**8. New Business**

8a. Approval Request-GM Job Description

**Motion:** All in favor of the GM job description as written.

<b>Motion By: Director McLean</b>		<b>Seconded By Director Van De Polder</b>	
<b>Approved:</b>	<b>Not Approved: X</b>	<b>Tabled:</b>	<b>Died:</b>
<b>In Favor: 0</b>	<b>Against: 8</b>	<b>Abstained: 1</b>	

**Note:** With failure of the initial job description the Board voted on sections of the description in debate.

**Motion 1-Salary/Experience:** The motion for the salary range to be \$150,000-\$200, 000 with a preferred experience of 10 years.

<b>Motion By: Director McLean</b>		<b>Seconded By: Director Bradley</b>	
<b>Approved: X</b>	<b>Not Approved:</b>	<b>Tabled:</b>	<b>Died:</b>
<b>In Favor: 8</b>	<b>Against: 0</b>	<b>Abstained: 1</b>	

**Motion 2: Language amendments** Move that the Sudden Valley Board of directors approves the General Manager job description as written with the following changes.

- Under Governance, bullet point 4, add planning team, so it would read, acts as the main staff liaison with the Board, the planning team, and the Sudden Valley community.
- The second change would be under Administration bullet point 1, we add a statement or sentence regarding diversity and inclusiveness; after the word regulations, but before the phrase ensures, the management team is also knowledgeable.

<b>Motion By: Director Robinson</b>		<b>Seconded By Director Bradley</b>	
<b>Approved: X</b>	<b>Not Approved:</b>	<b>Tabled:</b>	<b>Died:</b>
<b>In Favor: 8</b>	<b>Against: 1</b>	<b>Abstained</b>	

8b. Approval Request-Library Lease

**Motion:** Move that the SVCA Board of Directors approve the proposed Commercial Lease agreement for occupancy of the Adult Center by the Whatcom Library System and authorize the General Manager to execute the agreement on their behalf.

<b>Motion By:</b> Director McLean		<b>Seconded By</b> Director Bradley	
<b>Approved:</b> X	<b>Not Approved:</b>	<b>Tabled:</b>	<b>Died:</b>
<b>In Favor:</b> 7	<b>Against:</b> 2	<b>Abstained</b>	

8c. Approve Attendees to LWWSD Tabletop Exercise.

**Motion:** Mike Brock to attend the exercise. GM at her discretion.

<b>Motion By:</b> Director McLean		<b>Seconded By</b> Director	
<b>Approved:</b> X	<b>Not Approved:</b>	<b>Tabled:</b>	<b>Died:</b>
<b>In Favor:</b> 8	<b>Against:</b>	<b>Abstained</b> 1	

**Adjourned: 9:48PM**

Approved by: \_\_\_\_\_  
Linda Bradley, Board of Directors Secretary