BOARD OF DIRECTORS

Meeting Minutes

Wednesday, December 15, 2021

Board members present: Mickey Lahmann, Deborah Jayne, Julie Elkins Watson, Mary Sue Wilson, Bob Butts, Curt Gavigan, Matt Gerard, Waeni Mutisya Bacon, Alicia Varvaro.

Absent: John Skinder, Kevin Partlow.

Also present: Director: Jody Suhrbier

1. Convene & Welcome – Mickey 5:39

After technology challenges delayed the meeting’s start, Mickey suggested we skip the first topic.

1. **Action**: Approve Consent Agenda – 5:41

Julie moved to approve the Consent Agenda, Alicia seconded the motion.

This month’s consent agenda included: December agenda, November minutes, November dashboard, 2022 Proposed Budget, Finance Committee Report, Strategic Planning Report, Community Engagement Committee Report.

Motion passed unanimously.

1. **Action:** 2022 Budget Adoption – Mickey/Jody 5:45 pm

Deborah moved to approve the proposed budget; Curt seconded. Motion approved unanimously. Acknowledged huge milestone.

Report about utilities bills, no bills sent last 3 years, we expected it was part of overall rent payment, landlord didn’t include or send separate. Mickey and Jody met with Rants group to suggest they write-off the debt as a donation. Waiting to hear back. If they say no, we have backup budget plan.

Bob suggested working with Mickey, John, and Mary Sue to develop a form of outreach or request to county for additional DRC support.

1. Board Development Composition Survey, Assessment & Ed. Cal. – Bob 5:50 pm

Nobody has applied for youth board member position; Jacob will advertise at Olympia HS.

Bob showed board composition distribution, heavy in government, light in corporate business, low in fundraising & finance, not very diverse ethnically, geographically, by age. At 11 board members, consider moving up to 15, with focus on filling gaps in composition, expanding diversity.

A Board Effectiveness Assessment survey will be conducted in January. The committee will determine which of two surveys to use this year—either from the Board Chairs Academy, used in 2021 or Boards on Fire, used in 2020.  This survey will help us measure our effectiveness progress and help us set goals for 2022.

1. Community Engagement Next Steps – Julie 6:05 pm

New sub-committee to support Joe in his efforts, take more board ownership in the fundraising and community networking functions. Joe is big support for this sub-committee.

41 gifts during Give Local (November). Interested in new and recurring donors, developing business relationships. Toast: theme - gratitude for last 30 years, and what does the future hold for us? Look at list for Toast, how to support the planning and executing.

Toast support needs: MC, ask speaker, Peacemaker leadership awards to be presented – need ad hoc committee to support screening nominations, day of event – décor, set up, tear down at end. January date – go/no go without penalties. 4/24/22

Discussion of Toast: Alicia offered to MC if she had a lot of support (she has experience). Mary Sue asked question re pandemic impact to asks, Julie queried whether we should require vaccines, Bob: consider hybrid based on recent auction experience for another organization. Deborah shared how the Toast drew her into the organization and attended all since 2014. Matt excited; what numbers are we aiming for? Typically 350-400 pre-pandemic; would not aim for more than 150 this year. Instead of 10 around each table, maybe no more than 6. Waeni – looking forward to, something new and fun. Waeni – favors hybrid because we can invite people from far away. Bob observed the risk of spread if folks are eating and not wearing masks. Consider asking for proof of vaccine or just asking (without checking) all attendees to be vaccinated.

1. Strategic Planning Next Steps – Deborah

Deborah Jayne: moving in a different direction; took all the info from the retreat. At the board chair academy, we learned how to advance the planning process to serve the cause: Start with cause and design around that.

* Took padlet info to categorize the nuggets that speak to a strategic focus. Bob has gone through all 10 pages, and the rest of the strategic planning committee will too.

Used ARC of King County document as a template. Yesterday, Jody, Mickey, and Deborah Jayne met and put together first thoughts.

* Once you set a strategy, set objectives. Then what you do, and then how you measure success.
* Finding the right words to connect to cause.
* Individual, team, group, community (flowed from individual out to community) - need to address all those levels
* Important words: Mobilizing, Advocating, Engaging, Affirming "Success factors" followed by the 'what'
* Added "we believe" statements
* Next: fill in key measures of success, and then key priorities for 2022-- then in yearly update, can put in new items for that year.
* "Engaging the community" - what exactly are we going to do? example: 3 public events where we x, y, z.
* Desired outcome- "if we're doing all this stuff, what is it we're intending to accomplish with it?"
* Another meeting scheduled 1/5. Finish homework before that. Work behind the scenes and bring a more complete draft for Jan mtg.
* Completed strat plan draft to Feb mtg for approval.

Mickey: context about why it looks different. Strategic planning is a difficult committee. The old version was not as aspirational. Take the goal areas from the old plan and divy out to committees. Then the main strategic plan can be more aspirational. Will be talking to committee chairs about their goals for the committee work and how they can contribute to the aspirational goals.

Deborah Jayne: How can we make this universal? Then we can find the nuggets that get us to our cause sooner better faster and with more success.

Bob: Many of us have done strategic planning. Want to be able to say "in the next three years, these are the big ideas we are going to pursue."

1. Closing: Reflection on 2021 – Deborah

Deborah Jayne-- last meeting of the year! Festive! "What do you remember most during this time with the DRC that gave you a positive impression on your experience in 2021?"

* Advanced use of technology, like in our retreat-- we've grown our toolkit!
* Growth mindset, problem-solvers, empowered to make change for the better
* The work is widely appreciated in the community, and Jody is great.
* Caring relationships, supportive board family
* Great mix of people, great new energy, new cohorts of board members
* Mickey! Jody! Kindness
* Opportunity to give back, learn
* Redistricting commission facilitator is a mediator; final report was submitted- could have been so much worse. Folks know the value of having a mediator in a room, particularly when trust has been broken.

Coming in 2022:

Potential in-person meeting in the new meeting room in January?

Moving day into the other side of the office was last Friday. Staff were excited!

1. Adjourn 7:00

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**Mission**: The Dispute Resolution Center empowers people to resolve their disputes by

providing conflict resolution services and training community members in those skills.

**Vision**: We envision a South Sound community that has and uses healthy and respectful

conflict resolution skills.

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