

BIS/CC BOARD OF DIRECTORS
Approved Minutes of APRIL 10, 2024, Regular Meeting

Called to order at 9:02 a.m. by Board President Gerry Worley

PRESENT: Gerry Worley, David Huether, Kimi Kinoshita, Ann Lovejoy (Zoom), Jamie Mittet, Linda Holt, Eleanor Weinel, Sue Coble Bunn, Barbara Ochota, Mike McCloud, Tressa Johnson, Sheila Curwen

ABSENT: none

STAFF: Reed Price, Mary Gibbs

GUESTS: Bill Luria

SUQUAMISH ACKNOWLEDGEMENT: read by Eleanor Weinel

CONSENT AGENDA: President Gerry Worley listed items in the consent agenda.

BUILDING PROJECT TASK FORCE MINUTES

BOARD MINUTES

COMMITTEE MINUTES

EXECUTIVE DIR REPORT

TREASURER REPORT-March 2024 FINANCIALS

Committee Minutes not included: Fundraising, Senior Resource.

No items were pulled. Gerry moved to accept. There were no objections.

COBI/CITY COUNCIL REPORT NO REPORT

DECISION MAKING ACTIVITY Gerry Worley

BUILDING PROJECT TASK FORCE (BPTF) UPDATE and **COBI MOU UPDATE**

Bill Luria, Reed Price, David Huether

Reviewed actions at last night's COBI meeting. COBI approved City Manager Blair King's view that BISCC receive third-party rental fees with 5% of gross being transferred to City. Currently, COBI receives third party rental fees, administered by BIS/CC at no charge.

A second action at last night's COBI meeting limited development fee subsidies to low-income housing projects. As a result, BIS/CC's building and planning (development) fees will not be waived as we had hoped, adding approximately \$200k to the building project.

Clarification: Under the proposed MOU, BIS/CC is responsible for insurance only during construction. Once construction is completed, COBI will resume responsibility for building insurance.

PRE-CONSTRUCTION/CAPITAL CAMPAIGN BUDGET

David Huether

Reviewed budget & expenditure projections for the building project. The budget is divided into two parts, facility related and fund raising related, and covers the next four years (2024, 2025, 2026, 2027.)

These projections were created to provide board members with clarity about the projected cost of the building and capital campaign budgets; this is a high-level view of where our current decisions could be taking us over the next few years.

Every year, the board will review similar building budget projections and if we find ourselves underfunded, we can adjust the project's scope. Note: Ostara believes we can raise the money needed to complete the project as we currently envision it. The consultant we hire to support the capital campaign will review Ostara's work to reaffirm this.

CAPITAL CAMPAIGN CONSULTANT SELECTED Reed Price, David Huether, Bill Luria

In hiring a Capital Campaign Consultant, we are purchasing knowledge, experience, expertise, and professional judgement.

BPTF met with the Alford group and supports hiring them. Alford comes highly recommended by Anne Reusche (volunteer campaign advisor.) Currently, they are not working with any other non-profit on the island. They will commit to not working with any other non-profit on the island during our contract.

Alford's bid was not the highest the BPTF received. For the first 20 months (April 2024 through December 2025), the cost will be 12k/month. Alford believes we will need less from them at that point; David estimates the monthly cost will go down to 10k/month.

If hired, they will confirm Ostara's results and add any additional findings as a result of their work, provide a timeline, and train board members as ambassadors for the project. They would work closely with Reed and Mimi to make sure the capital campaign is moving forward as needed.

PROPOSED SITE SELECTION DISCUSSION

Eleanor Weinel

BPTF came to a consensus that site A is most suitable. Site A takes advantage of the light and the views while providing better parking. Site A requires less excavation than the others, which will save money. Traffic would be divided between Bjune and Brien. While site A is the current Center location, services won't need to be relocated for some time (perhaps 36 months from now, about 3 years.) Operations may need to be relocated in 18 months.

BREAK (STRETCH) 5 MINUTES**BOARD FORMAL VOTE** Gerry Worley**Memorandum of Understanding Motion**

I move the Board of Directors authorize BISCC to enter into the Memorandum of Understanding along the general terms as negotiated by the Building Project Task Force as described in the document “4-3-2024 BISCC & COBI MOU for development of a new facility” which summarizes the key points in the *Memorandum of Understanding Agreement* posted to the One Drive - Building Project Task Force folder.

Moved by David Huether

2nd: Jamie Mittet

11 in favor, 0 opposed, 1 abstention (Eleanor Weinel.) Motion carries.

Pre-Construction and Capital Campaign Funding Motion

I move the Board of Directors authorize the Building Project Task Force the authority to spend up to \$375,000 during calendar 2024 for the purposes described in the New Facility Pre-Construction and Capital Campaign Budget Projection PDF dated April 3, 2024 posted to the One Drive – Building Project Task Force folder.

Moved by David Huether

2nd: Sue Coble Bunn

12 in favor, 0 opposed, 0 abstention. Motion carries.

Proposed BISCC/Wenzlau Site Plan Option A

I move that the Board approve the selection Site Option A and the development of Building Option A for preconstruction studies and documents. After further investigation of the site and building program requirements, the consensus of the Building Project Task Force is that the center site (Option A) is the most suitable for our building.

Moved by Eleanor Weinel

2nd: Barbara Ochota

12 in favor, 0 opposed, 0 abstention. Motion carries.

Capital Campaign Consultant “Alford” Contract Signing

I move that the Board authorize the President, Geraldine Worley, to sign the Alford contract on behalf of BISCC. The context for this motion is that the Task Force /Reed & Mimi have negotiated a contract with input from the members of the Task Force.

Moved by David Huether

2nd: Sheila Curwen

12 in favor, 0 opposed, 0 abstention. Motion carries.

BOARD NEW BUSINESS none.

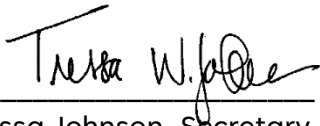
ANNOUNCEMENTS GERRY

- MAY 8 BOD Meeting: We will meet Alford Group's Greg Whitney to get a Capital Campaign Overview.
- Eleanor expressed appreciation to those board members who sent in their skills. If you have not yet sent her a list of the things you bring to the Board, please do so.

(b)(7)

Meeting Adjourned at 10:15 a.m.

Respectfully submitted,



Tressa Johnson, Secretary

May 8, 2024

Date of Approval