

**HIGHLANDS COUNCIL**  
BUILDING COMMUNITY AT ISSAQUAH HIGHLANDS

Board of Trustees  
*Meeting Minutes*

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**Meeting Date:** February 9, 2016

**Meeting Time:** 12 p.m. – 2 p.m.

**Meeting Location:** Blakely Hall

**Board Members in Attendance**

Larry Norton  
Jody Turner  
Phil Nored  
Fred Nystrom  
Ray Besharati

**Highlands Council Staff Members in Attendance:**

Christy Garrard  
Michele McFarland  
Nina Milligan  
Frank Pineau (HFN)

**Guests in Attendance:**

Jim Young – IHCA Board President  
Sarah Hoey – IHCA Executive Director  
Ron Thiele - Superintendent, Issaquah School District  
Lisa Callahan - Director District #3 Issaquah School District  
Shannon Jallow – Property Manager, Grand Ridge Plaza

**Consultants in Attendance:**

N/A

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**Meeting Minutes Taken By:** Phil Nored

**Call to Order:**

Who: Larry Norton  
Time: 12:05 p.m.

**Approval of Minutes – 12/08/2015 Meeting:**

Motion to approve – Ray Besharati. 2<sup>nd</sup> – Jody Turner. Motion carried.

**Introduction of Guests**

1. **Ron Thiele and Lisa Callan – Issaquah School District.** Provided information about the April 26, 2016 vote on the School Construction and Maintenance Bond and summarized construction activities in the Issaquah School District.

2. **Shannon Jallow – Grand Ridge Plaza.** Introduction and update about activities in Grand Ridge Plaza.

**Manager's Report:**

1. **Staff.** Staff reviews and compensation increases administered in January.
2. **Finances.** Review of 12/2015 financials. Net income for first half of fiscal year is \$143,820, which is 149% of budget.
3. **Blakely Hall Operations.** On March 15<sup>th</sup>, artEast changes the exhibit to *What If*, a solo show featuring artist Pam Holderman.
4. **Communications.** Discussion of upcoming months cover features for Connections newspaper. Review of advertising, ihwebsite, weekly E-letter, Facebook likes. Review of January community survey results.
5. **Highland Youth Board.** On January 25<sup>th</sup>, 30 IH teens built 8 Little Libraries with assistance from IHCA maintenance team. The 3<sup>rd</sup> annual Friday Night Flashlight Egg Hunt is scheduled for Friday, March 18<sup>th</sup>.
6. **Community Building** – Summary of meetings and events.
7. **Events and Activities.** Review of planned events and activities.

**HFN Update:** Frank Pineau provided update on financial status and operating activities.

**IHCA Update:** Sarah Hoey provided verbal report on activities of IHCA.

**Old Business:**

1. N/A

**New Business:**

1. **Mid Year Financials and Budget.** Review of operating activities – mid year. Financial performance and status.
2. **Budget Process.** Review of upcoming budget process, to begin this month. Discussion regarding potential capital improvements and availability of funds.

**Executive Session:**

1. **Review of Governing Documents.**

**Consent Calendar:**

1. N/A.

Board meeting adjourned at: 1:40 p.m.

Respectfully Submitted: February 15, 2015  
Philip Nored  
Secretary – Highlands Council Board of Trustees