

HIGHLANDS COUNCIL
BUILDING COMMUNITY AT ISSAQUAH HIGHLANDS

Board of Trustees
Meeting Minutes

Meeting Date: December 8, 2015

Meeting Time: 12 p.m. – 2 p.m.

Meeting Location: Blakely Hall

Board Members in Attendance

Larry Norton
Jody Turner
Phil Nored
Patrick Byers

Highlands Council Staff Members in Attendance:

Christy Garrard
Michele McFarland
Nina Milligan
Frank Pineau (HFN)

Guests in Attendance:

Fred Nystrom
Sarah Hoey – IHCA Executive Director

Consultants in Attendance:

N/A

Meeting Minutes Taken By: Phil Nored

Call to Order:

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

Approval of Minutes – 10/13/2015 Meeting:

Motion to approve – Jody Turner. 2nd – Patrick Byers. Motion carried.

Manager's Report:

1. **Staff.** All staff reviews to be completed in January annually.
2. **Finances.** Review of 09/2015 financials. First quarter net income of \$196,420 is 117% of budget. Year-end tax returns are still in process.
3. **Blakely Hall Office Rentals.** Highlands Church has moved out.
4. **Blakely Hall Operations.** artEast is currently exhibiting a collective show called "Anything Goes". In January, the exhibition is "Call of the Clouds".
5. **Communications.** Discussion of upcoming months cover features for Connections newspaper. Review of advertising, ihwebsite, weekly E-letter, Facebook likes.

6. **Highland Youth Board.** Teen Poetry Slam was held on November 21st with participation of 50. Parent's Night Out on December 4th with registration of 30 children. Upcoming events include "My Free Little Library" on January 23rd and the Friday Night Flashlight Egg Hunt scheduled for March 18th.
7. **Community Building** – Summary of meetings and events.
8. **Events and Activities.** Review of planned events and activities.

HFN Update: Frank Pineau provided verbal report on financial status and operating activities.

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

Old Business:

1. **Trustee Position Opening Multifamily.** Introduction of Fred Nystrom as a candidate for an open multifamily stakeholder trustee position. See Consent Calendar below.
2. **Trustee Position Opening Residential.** Discussion of potential candidates.
3. **Vice-President Opening.** Discussion of position opening. See Consent Calendar below.

New Business:

1. **Meeting Schedule 2016.** Selection of dates for 2016 meetings – 2/9, 5/3, 8/2 and 11/1.
2. **Budget Process.** Budget process to begin in February.

Consent Calendar:

1. **Resolution: Approve Fred Nystrom to a multifamily stakeholder trustee position.**
Motion to Approve – Larry Norton. 2nd – Phil Nored. Motion carried.
2. **Resolution: Approve Patrick Byers to serve in the Vice-President Officer position.**
Motion to Approve – Jody Turner. 2nd – Fred Nystrom. Motion carried.

Board meeting adjourned at: 1:27 p.m.

Respectfully Submitted: December 11, 2015
Philip Nored
Secretary – Highlands Council Board of
Trustees