

Pratt Board of Trustees

Minutes

Jan 23, 2019

**Presiding:** Fletch Waller

**Attending:** Kerry Ayers, (via phone), Ralph Bufano, Lee Campbell, Jennifer Einberg, Susan Edelheit, Francisco Guerrero, Monique Guevara, David Hensel, Cynthia Hibbard, Preston Hampton, Terri Hiroshima, Robin Kirschbaum(via phone), Len Lewicki, Cirihn Rogers Malpocher, Jenny Pohlman, Richard Openshaw, Benita Thomas , Damien Villarreal, Richard Wortley

**Advisory Board:** Walt Rielh, Bob Swain

**Staff:** Ryan Davis, Steve Galatro, Laura Hammarlund, Eve Stanford, Karina San Juan

**Advance Materials:** Agenda, October 2018 meeting minutes, FY18 Audit report, FY18 Annual Report, Pratt Finance Committee Meeting Minutes for Dec 18, 2018, Company Snapshot as of Dec 31 2018, Profit & Loss Budget Performance, Balance Sheet as of Dec 31 2018, DRAFT of Document Retention and Destruction Policy, Recommendations from the "Futures Planning" Task force, Goals for Strategic Plan Fiscal Year 20-22, Enrollment Tracking FY19 (as of 1-18-19), Board Calendar.

**Material presented at the meeting:** Access Fund Campaign Report Year-End 2018.

**Regular meeting of the Board convened** at 6:00 in the Youth studio of Pratt Fine Arts Center with a quorum.

**New Staff Member:** Eve Stanford was introduced as new Program Director.

**Consent Agenda:** Ralph Bufano moved to accept the two items on the agenda: Oct 2018, and Finance Minutes/December 2018 reports, Richard Wortley seconded. Motion passed. Questions about the retention of email by board members was raised regarding the Document Retention policy by Preston Hampton. Len Lewicki moved that we table the Policy until the Finance Committee can look into the issue. Robin Kirschbaum seconded, motion passed.

**FY18 Audit:** The FY18 audit report was presented. Independent Auditors reported Pratt Fine Arts Center financial report for 2018 was clean. The Finance committee approved the report. Preston Hampton asked for clarification on the amount stated in Note 5, Lease Commitments, a calculation of the value of Pratt services to the community, a condition of the lease from Seattle Parks and Recreation Dept. Steve Galatro will clarify this with Preston. David Hensel moved we accept the report, Richard Wortley.

**Access Fund Report:** Laura Hammarlund presented the Access Fund Campaign Report for yearend 2018. The board contributed \$45k, which includes an additional \$5k challenge gift from Susan and Lonnie Edelheit. The amount raised this year was less than last year, however last year there was a \$25k

matching gift. This year there were more first time donors than last year. There is a donor appreciation event Jan 31. The Marketing committee will continue to work on finding ways to attract new donors.

**Auction Report:** Len Lewicki talked about the Pratt Auction coming up April 27, and suggested ways for board members to attract new people to the auction, and how to raise more money at the auction. It was noted that there are ways to bid on pieces at the auction, even if you are not attending. It was asked if there could be more people who will talk about the art.

**Futures Planning: Mission & Goals:** Ralph Bufano presented recommendations from the “Futures Planning” task force. The current Strategic Plan for Pratt is expiring. The task force was tasked to come up with a new document to cover the next three years. The task force presented draft of a new mission statement. The new statement adds a new sense of inclusiveness. In additions a list of goals to fulfill the missions was listed for fiscal years 19 – 22. Preston Hampton raised the concern that the mission statement needs to be more focused on the neighborhood. He feels that Pratt is no longer fulfilling its original charter with the city. Terri Hiroshima felt the mission statement was good, however there needs to be a statement of values and a vision statement. Jennifer Einberg felt that a statement of value needs to be created first. The Futures Planning task force will meet and come up with this statement. Its requested that feedback be submitted by Jan 31. And the updated Strategic Plan will be presented at the board retreat on March 6<sup>th</sup>.

**Campus Development:** Steve Galatro, along with Bob Swain and Walt Riehl, updated the board on the Campus Development. Daniels Real Estate is now saying that the project will only work if it consists of affordable housing. Since DRE isn’t experienced in creating an affordable housing project, they are talking to SP, a specialist in development and management of affordable housing projects. The definition of affordable is that it is affordable by an average of 60% of the average income of the area. They will keep the current permits, to avoid restarting the permitting process, but there will be some minor changes to our footprint. The new group plan work with local artists. The parking may change, but is felt that it would be sufficient.

**Director’s Report:** Steve Galatro reported that enrollments are still good. Block 1 and 2 are good, block 3 is lagging, but it is still early in the block. Pratt has had severe IT problems. Pratt needs to replace its servers, firewall, and to hire a new IT provider. The 50 anniversary of the assignation of Edwin T. Pratt is coming up, and so there are several events to commemorate it. There will be a service Feb 2 at St. Mark’s Cathedral. In addition a digital essay with original art is being created. There will be an exhibit at the Northwest African American Museum of the art work by the recipients of the Edwin T. Pratt Scholarship. The Wing Luke museum is creating a walking tour that will include Pratt Fine Arts Center.

**President’s Report:** Fletch Waller reports that Terri Hiroshima will chair new governance committee. It will be announced when the committee will meet. The board retreat will be March 9. The plan is to have a workshop on how the board can work together.

The staff members were excused at 7:44 and an executive session was held.