

## SCIDpda Board Meeting Minutes

September 14, 2016

409 Maynard Ave S, Suite P8

Seattle, WA 98104

**Members Present:** Scott Yasui, Jared Jonson, Phillip Sit, Michael Itti, Mark Gau, Wayne Lau, Jen Reyes, David Chang

**Staff Present:** Maiko Winkler-Chin, Monica Lauw, Jamie Lee, Michael Omura, Emiko Mizuki, Janet Smith, Barbara Cole

**Guests Present:** Rebecca Frestedt, Alexis Lair

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### 1. Call to Order

The meeting was called to order by Scott Yasui, Board Chair, at 5:36 p.m.

### 2. Board Action & Approval

- a. **Resolution 16-09-14-01:** We, the Seattle Chinatown International District Preservation and Development Authority Board, approve the August and September 7, 2016 Minutes.

Moved: Michael Itti  
Seconded: Jared Jonson  
Board approved unanimously

b. **June and July 2016 Expenditure Reports:**

The Board agreed to postpone acceptance of expenditure reports until the October 2016 Board meeting.

- c. **Resolution 16-09-14-03:** We, the Seattle Chinatown International District Preservation and Development Authority Board, authorize that the SCIDpda move forward in the following transaction(s) where the consideration exchanged or received by the SCIDpda exceeds \$10,000, or the performance by the SCIDpda extends over a one year period:

- \$25,000 grant award from MUFU Union Bank Foundation
  - A grant in the aggregate amount of \$75,000.00 was approved for Chinatown International District Preservation And Development Association by the MUFU Union Bank Foundation. These funds are designated for funding the Grantee's Business Resources in the Chinatown International District program. The grant will be payable in increments of \$25,000.00 per year for the next three years (2016-2018), contingent on the Foundation's review and approval of the program(s) annual performance.

Moved: Wayne Lau  
Seconded: David Chang  
Board approved unanimously

d. **Staff Reports:**

The Board asked for an update on Hing Hay Coworks (HHC), and Janet Smith gave an overview of the progress of the space, specifically stating that HHC has experienced a boost in revenue of about \$3,000-\$4,000 dollars for the first down payment of a two-month class that starts in August-September 2016. She explained the class is short-term and not ongoing. HHC is adding one to two memberships per month and has a social media intern helping with marketing efforts. HHC has met its membership goals and is now looking to meet cash flow perspective.

Jamie Lee reported that in regard to public safety, the homeless ordinance issue is ongoing; the alley project has a gap in funding, but staff are working to secure funding from the City; and that Ching Chan of IDEA Space is leaving SCIDpda. She stated staff have opened a new position that will be a mix of former staff members Cara Bertron and Ching Chan's positions. Jamie Lee also announced that the last of the IDEA Space summer events are winding down.

**3. International Special Review Board Elections**

Rebecca Frestedt of the City of Seattle Department of Neighborhoods presented on the International Special Review Board (ISRDB) and its election process, explaining that it is unique in that the community selects five to seven on the Board while the other two are selected by the Mayor. She explained the election takes place on November 15, 2016, but prior they will be accepting nominations for two open positions, which are open for a property or business owner as well as an open seat. The deadline for nominations is October 11, 2016. She explained the process for nomination and selection and that Board members could serve as an at large or community member. Jared Jonson stated that the SCIDpda Board should contemplate the benefits of nominating one or two SCIDpda Board members to serve on the ISRDB Board.

**4. SCIDpda Annual Fundraiser Details**

Monica Lauw reminded the Board of the details for the upcoming SCIDpda Annual Fundraiser. She discussed Board participation during the event's "Raise-the-Paddle" giving portion and stated she would send an email to the Board detailing last year's giving amounts. Jen Reyes suggested keeping record of names who have attended in the past to contact for future events. The Board decided to have name tags for guests at the event.

**5. SCIDpda Annual Fundraiser Details**

**a. Strategic Plan**

Scott Yasui recommended that the Board schedule an informal meeting of roughly one hour to go through the work plan for the strategic plan. Once the Board finished with the work plan, he proposed the Board give an overview during the October Board meeting.

**b. Governance**

Jared Jonson gave a handout of prospective Board members or areas of expertise to the Board and requested that before the next Board meeting, the Board take time to add names or desired areas of expertise to the list. He stated that it would be ideal to list roughly 10, get them to attend the SCIDpda fundraiser, and then onboard them within the first year.

**6. Adjourn**

The meeting was adjourned by Scott Yasui, Board Chair, at 6:55 p.m.