

**MINUTES**  
**Board of Directors Meeting**  
**Friday, June 27, 2008**  
**Catholic Family & Child Services, Sunnyside**

**ATTENDANCE**

Members present: Roger Bairstow, Guillermo Castaneda, Mike Gempler, Dixie Kracht, John Smith, Stella Vasquez, Mario Villanueva and Mike Youngquist. Members participating by phone: Donn Etherington, Billie Heath, and Steven Witte. Ex Officio members present: Janet Abbett, Washington State Department of Community, Trade, and Economic Development. Staff present: Brien Thane and Rosalinda Mendoza.

Members not present: Gloria Burton, Alicia McRae, Marty Miller and Tomás Villanueva.

**WELCOME AND INTRODUCTIONS**

Mario Villanueva called the meeting to order at 10:53 a.m., there being a quorum present.

**I. APPROVAL OF AGENDA**

The Agenda was reviewed. Guillermo Castaneda asked to include discussion of the Director's Report to the agenda. Board members present agreed.

**II. APPROVAL OF THE MINUTES**

The Minutes of the May 16, 2008 Board meeting were reviewed. *Guillermo moved approval of the Minutes. Dixie Kracht seconded the motion, which passed unanimously.*

**III. Financial Report**

Treasurer Mike Gempler presented the Finance Committee Report. Mike Gempler reported that the revenue for May was interest on deposit and the major expense was the survey payment to ASR. He also mentioned that two large deposits totaling \$56,000 were made in June. Mike Gempler and Mario suggested that the staff designate more time to fundraising and that the Board needs to prioritize programs. Mike Gempler stated that the Finance Committee will work with the staff to produce financial projections for the Board.

*Roger Bairstow moved approval of the May 31, 2008 Financial Reports. Steve Witte seconded the motion. Motion passed unanimously.*

Mike Gempler reported that LeMaster Daniels did not find any problems with financial internal controls or the Fiscal Year 2007 finances. The Finance Committee reviewed the FY 2007 Audit Report and approved the audit. Guillermo requested that LeMaster Daniels include a statement on the Trust's internal controls in the audit report. Dixie noted that the audit letter states that there were no disagreements with management regarding financial issues. Mike Gempler volunteered to check with LeMaster Daniels.

*Guillermo moved approval of the FY 2007 Audit Report. John Smith seconded the motion, which passed unanimously.*

#### **IV. Farmworker Survey Report**

Brien stated that at the last Board Meeting, directors agreed that board members needed to review the survey and discuss the significance of the report to each of the four sectors as a Board. Guillermo and others expressed a preference for reviewing the updated survey draft before having a board discussion. Mario asked the staff to email the survey funders a notice that the survey will be released soon. Mike Gempler expressed preference for a workgroup approach with local partners opposed to a large media driven event for the survey release. Several directors agreed that working with local partners will help the Trust build a broader base. Mario asked if the survey report has been copyrighted. Staff replied that they will investigate this with the Library of Congress. Janet Abbett also advised the staff to check their CDBG contract because it might prohibit copyrighting the survey report. Board members present agreed to use the July 18 meeting to discuss the significance of the farmworker survey report to each of the four constituent sectors and finalize plans for the public presentation of the report and roll-out activities. Brien stated that the staff will email the final draft to the entire Board on July 11<sup>th</sup> to allow directors to prepare for the July 18<sup>th</sup> meeting.

*Guillermo moved to finalize the report, email a copy to the Board by July 11<sup>th</sup> and to convene on July 18<sup>th</sup> for a Board discussion before releasing the survey report. Mike Gempler seconded the motion. Motion passed unanimously.*

It was agreed by consensus that the Survey Release will be held in Seattle on August 15<sup>th</sup> in lieu of August Board Meeting. Mario proposed having a facilitator present at the July Meeting to help with the survey discussion. Brien volunteered to be the facilitator and directors present agreed. Mario offered to help write a letter together with Brien asking directors to attend the July 18 in person.

Brien informed board members that Alice Larson would like permission to present some of the survey results at the Western Migrant Stream Health Conference in January 2009. Directors stated that they would like the Board to be involved in the presentation to ensure that it communicates the Trust's message. Mario asked directors interested in presenting to contact Brien before the due date, July 10<sup>th</sup>.

#### **V. 2009 Legislative Agenda**

Brien provided an overview of the difficulties state funding for all affordable housing will face with the decline of the economy. Mario agreed that the Trust should focus on defending the current farmworker housing funding at the next legislative session. Janet emphasized the importance of the Trust identifying its priorities because legislators will be asking the Trust's position next session. Board members reached consensus that the Trust needs a legislative agenda that's mindful of its resources. The agenda will focus on preserving existing funding and policies that are barriers to farmworker housing. Mike Gempler asked if this agenda also involves federal issues. Board members present agreed that it should.

#### **VI. Announcements and Updates**

Mario asked to skip Announcements and Update in the agenda because of the lack of time and the directors agreed.

## **VII. Nominating Committee**

Since Steve Witte was participating by phone, Mike Youngquist was asked to present the Nominating Committee report. Mike Youngquist provided an overview of the Nominating Committee recommendations:

- Elect Billie Heath, Stella Vasquez, and Mike Youngquist to be part of the Executive Committee.
- Last month, Dixie announced to the Nominating Committee that she would like to step down as Vice President but would still like to be a Board Director. The Nominating Committee recommends Steve as the Vice President of the Trust.
- The committee has approached Judith Olsen of Wells Fargo Bank about joining the Trust Board as an 'Other Stakeholder' Representative. Brien stated that Judith currently resides in Arizona but that she is in Central Washington monthly for the bank and would be able to attend Board Meetings in Yakima. The Nominating Committee has asked Brien to research Judith's availability to meet in person.

*Guillermo moved to elect Billie, Stella, and Mike Youngquist to the Executive Committee, and Steve as Vice President. John seconded the motion. Motion passed unanimously.*

## **VII. Program Updates**

Mario asked to omit Program Updates because of limited time and board members agreed.

## **IX. Board Retreat**

The Board Retreat will be on October 16-17 at the Sleeping Lady Retreat Center in Leavenworth, Wa. Staff has submitted a deposit and reserved rooms.

Mike Gempler asked the Board to discuss the amount of time the staff spends on Board Meetings. He proposed having quarterly Board Meetings and the Executive Committee to meet in between the meetings. Stella, Guillermo and Dixie expressed concern for having only four meetings in a year because of the Trust's youth. Mario pointed out that the staff spends lots of time preparing for the monthly meetings and that possibly eliminating the summer meetings will allow the staff to focus on programs. Directors present agreed to finalize the Board Meeting Schedule at the October Retreat.

## **X. July 18 Meeting Agenda Items**

Guillermo requested that a Director's Report be included in the meeting agendas. Brien responded that he has been using the Program Updates agenda item as the Director's Report. Board members asked Brien to specifically include an agenda item titled the Director's Report.

## **ADJOURNMENT**

There being no further business, Guillermo moved and Stella seconded adjournment. The meeting was adjourned at 1:30 p.m.

Respectfully Submitted: \_\_\_\_\_  
Secretary

Approved: \_\_\_\_\_  
President/Vice President