



*Highlands Council fosters a vibrant and caring community  
committed to service, diversity, stewardship, and well-being.*

## Board of Trustees Meeting Minutes

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**Meeting Date:** February 6, 2023

**Meeting Time:** 5:00 – 6:30 PM

**Meeting Location:** Homestreet Bank

**Board Members in Attendance:**

Kimberly Kapustein, President  
Zach Hall, Vice President  
David Ngai, Treasurer  
Anna Preyapongpisan, Secretary  
Ben Armlin  
Phil Nored  
Lisa Soboslai  
Albert Wang  
Kashif Zahoor  
Alisa Taggart\*  
Ami Desai Mehta, Secretary Emeritus

**HC Staff Members in Attendance:**

Lindsey Pinkston, Executive Director  
Michele McFarland, Controller

**Guests in Attendance:**

Jeremy Fallt, HFN General Manager

\*Attended virtually

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**Meeting Minutes Taken By:** Anna Preyapongpisan

**Call to Order:**

Who: Kimberly Kapustein  
Time: 5:03 PM

**Approval of Consent Agenda:**

- Meeting Minutes 10/3/22
- Meeting Minutes 12/1/22
- Financials 12/31/22

Motion to approve – Kashif Zahoor; 2<sup>nd</sup> – Zach Hall

**Executive Director Review/Compensation Committee:**

- Resolution to approve formation of an Executive Director Review/Compensation Committee chaired by Lisa Soboslai and members Kashif Zahoor and Zach Hall. See consent calendar below.

**New Business:**

- **Discussion on crime reporting:** Started reporting on crime stats in January issue of connections, in response to it being the #1 concern of residents in community survey. Discussed continuing on a regular basis and ways to engage the community.
- **Discussion on posting meeting recordings:** In response to a complaint online that meetings are not recorded and posted. Discussed option of publishing agenda before meeting and connect with other EDs to confirm.

**Committee Reports:**

- **Finance Committee:** David shared home sales are down. Michele shared that February is picking up. Discussion around increasing fundraising efforts.

**Stakeholder Updates:**

- **Grand Ridge Plaza** – Alisa shared that at this point, no plans for Regal shutting down as Regal theaters are experiencing shut downs in other locations. Community arts fund funded by Regal ticket sales. Crumbl expected opening in April.
- **Multi-Family** – No Updates
- **City of Issaquah** – Zach shared that he will have more updates at the next meeting regarding public safety.

**Management Report**

- Expecting to be funded 3 out of 4 arts grants. Alisa and Lindsey are exploring Regency support for mural as part of 25<sup>th</sup> anniversary.
- Lindsey shared 2022 staff debrief summary and 2023 planning.
- Relaunching party wagon in April issue of connections.

**Open Business**

- **Organization goal setting for upcoming fiscal year** – board members invited to meet in March for goal setting, planning, mission, vision, values and assurances statement.
- **Branding MOU** – MOU is in review with the IHCA legal team.
- **Air conditioning** – on track for March installation, waiting on parts and permitting.

**Consent Calendar:**

1. **Resolution:** Form Executive Director Review/Compensation Committee chaired by Lisa Soboslai with members Kashif Zahoor and Zach Hall. Motion to approve: Phil Nored. 2<sup>nd</sup>: David Ngai. Motion carried.

Board meeting adjourned at: 6:28 pm

Respectfully Submitted:

Date: March 28, 2023

Anna Preyapongpisan

Secretary – Highlands Council Board of Trustees