



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

Board of Trustees Meeting Minutes

Meeting Date: August 8, 2023

Meeting Time: 12:00 – 1:30 PM

Meeting Location: Homestreet Bank

Board Members in Attendance:

Kimberly Kapustein, President
Zach Hall
Ben Armlin
Phil Nored, Treasurer
Albert Wang
Kashif Zahoor, Vice President
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
Ryan Aby, HY Co-President
Arya Mahajan, HY Co-President

*Attended virtually

Meeting Minutes Taken By: Ben Armlin

Call to Order:

Who: Kashif Zahoor
Time: 12:00 PM

Approval of Consent Agenda:

- Meeting Minutes 6/6/23

Motion to approve – Phil Nored; 2nd – Ben Armlin. Motion carried.

Annual Document Signing – Kashif/Michele

- Conflict of Interest Policy updated last meeting
- Whistleblower Policy everyone signed

Committee Reports:

- Finance Committee – Phil/Michele May / June accurate and good picture. Finished fiscal year in June. Nothing significant in budget for next year. Operation statement ended in Black this year. Closed Wells Fargo and opened with Umpqua. Homestreet is still main operating bank.
- Kashif - Despite a tough year with limited resales and high interest we broke even. Big win.

Management Report:

Lindsey shared that

- Ribbon cutting for stairwell mural Sept 12th
- Kim Foster new program assistant starts August 28th

Open Business:

- **Branding MOU/Rebranding Update:** Branding MOU/Rebranding – Lindsey - signing delayed due to needing to file for trademarks.

New Business

- Finance Committee – Zach Hall joined Finance Committee - Motion - Ben Armlin, 2nd Albert Wang, Motion Carried.
- Community Van - donated van from metro - 8 seater passenger van
Donate or sell? Blue book value? After more data we will make a decision on selling or donating.

Partner Organization Updates:

- **HY Board** – Arya/Ryan Co-presidents. First HY retreat run solely by HY
Changed meeting format to be more welcoming to HY feeling free to share ideas. 100% student led. Encouraging more community based volunteering.
- **HFN** – Jeremy - Overview of Board of Trustees responsibilities to HighlandS Fiber Network. Large spending amount if over 750k will need HC approval. The current plan to spend 2 Million is spread out so does not meet requirement but should have HC kept in the loop. Fiber Network made a decision to purchase single mode fiber to replace multi mode fiber. HFN Board reviewing Calnex vs Nokia estimates on putting every resident on POND network gear.
- **IHCF** - Kimberly - nothing to report

Stakeholder Updates:

- Grand Ridge Plaza – Lindsey - Crumble opening August 17th
- Multi-family – Phil/Anna - nothing to report

Board meeting adjourned at: 1:30 pm

Respectfully Submitted:

Date: August 9, 2023

Ben Armlin

Trustee - Highlands Council Board of Trustees