



Board of Trustees MEETING MINUTES

October 21, 2025, 12 p.m., Blakely Hall

BOARD MEMBERS:

Kashif Zahoor, President
Ben Armlin, Secretary
Zach Hall
Lynda Tammone
Chris Reichley, Treasurer*
Mary Anne Dillon*
Alisa Taggert*
**Attended virtually*

NOT IN ATTENDANCE:

Lisa Soboslai, Vice President
Albert Wang

STAFF:

Lindsey Pinkston, Executive Director
Maddie Coats, Communications Manager
Betty Lee, Community Engagement Coordinator

GUESTS:

Chelsea Musick, Central Park Resident

Call to Order – Kashif / Time: 12:04pm

Introductions – Lindsey

- New board trustee Mary Anne Dillon and new Highlands Council staff member Betty Lee were introduced.

Management Report

- General Updates - Lindsey
 - New Community Engagement Coordinator, Betty Lee, started yesterday. She will be focusing mainly on programming to start, with some social media and marketing responsibilities as well.
 - Issaquah Arts Commission grant requests are due next Friday. We are still determining what grant requests to make but likely will ask for a gallery sponsorship again this year, as well as Global Grub & Groove.
 - Highlands Council renewed our partnership with Bloodworks, NW, for 2026 and will again be offering 10 mobile blood donation pop-ups at Blakely Hall throughout the year.
 - Lindsey was selected as co-chair for the Issaquah Community Connection Action Group, made up of members from the city and several other organizations working together to fight isolation and loneliness in Issaquah. They are currently in the research phase of work and will be conducting interviews and surveys starting at the end of this month.
- Programming Update – Lindsey
 - Issaquah mayoral forum is tomorrow – Kashif is moderating. We've slightly modified our traditional format and are excited to see how it goes.
 - Treats & Tails is Saturday – all reserved time slots are full, and we have a significant number of people on the waiting list, so this continues to be a popular event (however, it is also an expensive event and requires about 30 volunteers and the entire Highlands Council team). We'll think about ways to scale in the future to accommodate more people.
 - Are You Ready? Workshops kicked off last month with the Basics of Emergency Prep. We are utilizing our CERT partnership and engaging as many resident volunteers as we can to speak at the workshops to offer a variety of voices and perspectives.
 - Due to high demand for CERT training in the community, we will be offering a weekend intensive CERT Basics course in January – two Saturdays and one and a half Sundays.

<ul style="list-style-type: none"> ○ The Village Market: Holiday Pop-Up is shaping up nicely. For the first time, we've added a "Gifts that Give Back" section of the market for local nonprofits to sell giftable items. We are waving vendor fees so the nonprofit can benefit from the full extent of their sales. ○ Lindsey is working with local youth from Issaquah High School on an expanded Youth Art Expo, scheduled for April 2026, to include a month-long gallery exhibition as well as a Bobae-sponsored reception combined with a youth maker market. ○ The IHCA is interested in sponsoring 2-3 movie nights next summer. ○ New Community groups – "Her Time" and "Voices and Visions" ● Community Connect – Maddie <ul style="list-style-type: none"> ○ Fall Community Connect magazine hit mailboxes this past weekend. We expanded the issue by eight pages to accommodate more content, including a robust candidate guide. ○ It takes a village, and we are slowly but surely building that village of volunteers. We appreciate all who help edit the magazine before it goes to print (thank you, Kashif). ○ With one year (four issues) of the magazine completed, we have achieved budget efficiency. ○ Feedback from the community and our partners on the magazine is overwhelmingly positive. ● Finance Report – Lindsey <ul style="list-style-type: none"> ○ Lindsey has been working with the accountant who is very detail oriented. It has involved making a lot of corrections to past books, payroll entries, etc., but we are very close to being at that "fresh start" where we know everything is correct, 3rd-party validated and transparent moving forward. ○ Draft financial reports are now available for board review. The Finance Committee will be looking at the reports and fine tuning them to deliver consistent reporting to the board starting (hopefully) with our next meeting. ○ Follow up on outstanding budget issue re: Community Garden – the approved budget was correct. The note was cut off explaining that in this fiscal year, fwe will be paying the IHCA their share for last year and this year but only taking in fees for this year. This will put us on track to receive and pay out the funds within the same fiscal year going forward. 	<p>Open Business - Lindsey</p> <ul style="list-style-type: none"> ● Blakely Hall resiliency/generator <ul style="list-style-type: none"> ○ We are close to moving forward with connecting the HFN generator to Blakely Hall power. The quote we asked for/entertained is for a smaller (100 amp) panel so as not to overwhelm the transfer switch, however, to limit the potential of needing to upgrade in the near future, Jeremy is working on getting the feasibility of putting in a larger panel/transfer switch. Shaun from Isofusion meeting with the electrician today to discuss the plan. ● Branding MOU/Rebranding - Reprioritized
<p>Stakeholder Updates</p> <ul style="list-style-type: none"> ● City Council – Zach – Closing out the year, elections ongoing. Updating the comprehensive plan. Middle of a biannual budget. MetroFlex – discussions on whether to renew. ● Grand Ridge Plaza – Alisa ● Commercial – Chris – World Cup Discussions for small businesses. ● Multi-Family – Mary Anne – New maintenance supervisor. ● Residential/Other? - 	<p>Committee Reports</p> <ul style="list-style-type: none"> ● Committee reports were addressed in conjunction with the management report.
<p>Adjourn to: Executive Session (w/Executive Director) – Kashif / Time: 1:10pm – 1:14pm</p>	
<p>Adjourn – Kashif / Time: 1:15pm</p>	