



Board of Directors Meeting
December 2, 2025, 10:00-12:00pm
815 Cleveland Avenue, Mount Vernon 98273 and via Teams
Meeting Minutes Draft

Members Present: John Stein (Chair), Devin Smith, Alison Studley, Michael Kirshenbaum, Emmett Wild

SWC Staff: Megan Corbiere, Aundrea McBride, Elle England, Keeley Mathis

Decisions underlined; attachment (#); ***action items bold**

Beginning Business

- Convened at 10:11am.
- Quorum was met.
- Alison made a motion to approve the December agenda, Michael seconded. None opposed, and the motion was approved.
- The format of the minutes was altered and a clarification was made. With these changes, Alison made a motion to approve meeting notes from November 2025 and Devin seconded. None opposed and the motion was approved.
- Alison made a motion to approve the financials. Michael seconded. None opposed and the quarterly financials were approved.
- It is suggested to switch the meetings to 10:30-12:30.
- Committee reports provided.

ED Reports

- Riparian grant with DOE.
- COLA wage adjustment.

Old Business

- Riparian set aside amount recommendation to LECC based on recommendation from ad hoc group.
 - The board members all agreed that a riparian set aside should exist in the amount of \$200,000. This will be recommended to the LECC.

- ***If board members have edits to the set aside process that will go in the Program Guide, make them on the online version or communicate them to Aundrea.**
- Approve the Operating Procedures of the Program Guide to go to the LECC.
 - The members reviewed the updated document and changes. ***Megan will update the operating procedures with new updates. Aundrea will send around for unanimous consent.**

New Business

- Approve the video contract
 - The communications plan will guide how the video is made. Suggestions were made to the contract.
 - ***Aundrea will send contract updates out in a week for unanimous consent via email.**
 - ***Aundrea will make a PowerPoint presentation to walk through the communications plan at the next meeting.**
- General Communications Update
 - Elle gave an update to the group.
 - Alison made a motion to approve Elle to be the chair of the Community Engagement Committee. Emmett seconded. None opposed and the motion was approved.
- Response to misinformation authorized.

Announcements and Good of the Order

- Council of Members meeting is tomorrow.

Adjourned at 12:20pm