



EXECUTIVE COMMITTEE

June 9, 2025

Members Present: Xavier Arinez, Jorden Jessup Bullock, Jennifer Faulconer, Joshua Wood

Members Absent: Don Gurnard, President Faimous Harrison, Brett Peterson

Staff Present: Rachel Evey

Meeting notes were AI-generated content. Reviewed for accuracy with edits made by Rachel Evey.

QUICK RECAP

The meeting focused on board governance and staffing challenges, including discussions about board size, committee assignments, and the need for a smaller, more focused executive committee format. The group explored plans for an upcoming board retreat and year-end review, with emphasis on evaluating mission goals and board member involvement. Staff updates were provided regarding open positions and organizational transitions, while the board discussed the evolution of nonprofit organizations and the role of volunteer engagement through the Knights Collective.

NEXT STEPS

- Jordan Jessup Bullock to follow up with Cathy Rixey about being the Volunteer Engagement Committee chair
- Rachel Evey to confirm with Brett Peterson and Jessica Gilmore about their capacity to co-chair the Donor Relations Committee
- Rachel Evey to confirm with Barbara Walters about her committee preference (Donor Relations or Volunteer Engagement)
- Rachel Evey to create a one-page guiding document for board engagement goals for next year (2025-26)
- Executive Committee retreat on July 23rd will focus on planning the full board retreat

SUMMARY

Board Slate

The board slate for next year includes 18 members, with 3 people up for renewal: Jennifer Faulconer for her second term, and Brenda Alcala and Joshua Wood for their third terms. The executive committee will consist of Jordan Jessup Bullock as President, Brenda Alcala

as Vice President, and Jennifer Faulconer as Secretary-Treasurer. Cathy Rixey was recommended to fill the vacant at-large member.

Committee Assignments

Cathy Rixey proposed to chair the Volunteer Engagement Committee. For new board members, James Greathouse and Stephanie Musser both volunteered for the Budget and Finance Committee and Olga Camarena for the Volunteer Engagement Committee. Barbara Walters volunteered for the Donor Relations Committee or Volunteer Engagement Committee. Rachel will confirm her preference.

Staff Updates

Interviews for communications specialist position were conducted last. WVC human resources currently checking reference before position is offered to top candidate. Office manager position should be posted publicly on Thursday. With the completion of spring activities, Emily Scovill has fully transitioned to the program manager role. Training planned with Students First Consultant and previous program manager.

Governance Discussion

Discussion regarding the board's role with governance and volunteering. Consensus that all board members should be expected to volunteer for some things but due to the change in the foundation's operations and programs the board's function has changed as well. The discussion touched on the challenges of managing board expectations and volunteer commitments along with the concern of maintaining engagement while avoiding burnout. The current governance model could be a smaller, more focused board that is highly engaged in governance and key events. Board members can find more volunteer opportunities through the Knights Collective, which is still a new program that organizes community and board volunteers. Request that staff report on the growth and activities of the Knights Collective regularly.

Board Retreat

The group discussed the full board retreat. The executive team will take a larger role due to the foundation staff's capacity. The executive committee retreat on July 23 will focus on planning the full board retreat.

Consensus that a one-pager outlining board goals for the year be developed, simplifying the previous four-page commitment form. Consensus that quarterly engagement check-ins should still be provided.

Discussion of retreat topics. Recommended to have a comprehensive overview of WVC's current programs and challenges, review of four strategic goals and their objectives set at the 2024 retreat, and a presentation from the Nonprofit Association of Washington (NAWA) about the complex legislative climate affecting nonprofits.

The June full board meeting will include a session for board members to share their thoughts on the past year's performance and expectations. After the board meeting a survey will be distributed as well to aggregate board member feedback. The executive committee will review the results at the committee retreat.