



The City of Seattle

International Special Review District

Mailing Address: PO Box 94649, Seattle WA 98124-4649
Street Address: 600 4th Avenue, 4th Floor

ISRD 3/24

MINUTES FOR THE MEETING OF TUESDAY, January 9, 2024

Time: 4:30pm

Place: Hybrid Meeting

Board Members Present

Heather Hargesheimer

Nella Kwan

Kyle Jacobson

Adrian Lam

Paul Lee

Staff

Rebecca Frestedt

Melinda Bloom

Absent

Gary Lee

Chair Adrian Lam called the meeting to order at 4:30 pm.

Roll Call

010924.1 Approval of Meeting Minutes

November 14, 2023

2:0:3

MM/SC/HH/AL Minutes approved. Ms. Kwan and Messrs. Jacobsen and Lee abstained.

010924.2 Public Comment

There was no public comment.

010924.3 Staff Summary and Board Business

Welcome incoming Board members

Updates from Board Coordinator

Discussion Chair/Vice Chair appointments

Administrative approvals issued or pending since November 28, 2023

Ms. Frestedt welcomed and introduced new board members Gary Lee, Paul Lee and Kyle Jacobson.

**Administered by The Historic Preservation Program
The Seattle Department of Neighborhoods**

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Ms. Frestedt went over administrative approvals processed or completed since the November 28, 2023, meeting and explained the process for new members.

Ms. Frestedt provided an update on the process to fill the vacant seat (Position #3) and possible timeline. She said she would bring new members up to date on items previously presented to the board in terms of briefing materials and meeting minutes. She said having background will help new members have a sense of feedback that's been given which will help inform future complete applications. She talked about ways to provide information to Board members and noted that some other boards have been using Sharepoint. She proposed exploring options to see which works best for this board. She said that past agendas, minutes, and meeting materials are publicly accessible on our website.

Mr. Lam asked if virtual meetings have been successful.

Ms. Frestedt said she thought so in that they are more equitable, allowing more to attend.

Ms. Hargesheimer appreciated meeting in person but noted it is tricky to determine who is speaking in a hybrid situation.

Mr. Lam said he appreciated hearing feedback and said he misses meeting in person.

In response to a comment about meeting socially outside of a Board meeting, Ms. Frestedt cited the Open Public Meetings Act (OPMA) and reminded Board members that any gathering that constitutes a quorum of the Board requires public notice. All discussions about board-related business must take place in an open public meeting. She said even two board members meeting on the street should not discuss anything board related. She said an in-person board retreat is a good opportunity to meet face-to-face, it would be noticed publicly.

The discussion moved on to selection of officers for 2024. Ms. Frestedt explained the roles of chair and vice chair. Mr. Lam indicated his willingness to serve a second term as chair. Ms. Hargesheimer expressed a willingness to serve as vice chair. There was unanimous agreement with Mr. Lam serving as chair and Ms. Hargesheimer serving as vice chair.

Meeting adjourned at 5:24 p.m.