

Executive Council

Leadership Orientation Agenda

Saturday, August 1st, 2026 | 10:00am-3:00pm
2101 4th Ave #2330, Seattle, WA 98121

Roster:	SKCDS President, April Dennison SKCDS Past-President, Kate Christian SKCDS Secretary, Kim Trieu SKCDS Treasurer, Philip Walczak	Executive Council Member & Term End: Christopher Shyue, 2027 Nassim Pietsch, 2027 Stephen Pong, 2027 Tofunmi Osundeko, 2028 EmmaLeigh Gordon, 2028 Nikole O'Bryan, 2028 Rosemary Thomas, 2029 Philip Walczak, 2029
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- 10:00 AM **Welcome & Call to Order – President, Dr. April Dennison**
- Conflict of Interest
 - Goal of the Meeting: Understand Board Responsibilities
- 10:05 AM **Executive Council Goals for SKCDS Activity**
- Individually write out on Post-it notes (5mins)
 - Small Groups (10 mins)
 - As a Whole Group (10 mins)
 - What is our Mission?
 - What is our Vision?
- 10:30 AM **Presentation on Non-Profit Organizations** – Dr. Megan Miller
- 11:00 AM **Presentation on Fiduciary and Governance Q&A** – Esq. William Crowley
- 12:00 PM **Lunch – Mendocino Farms**
- 12:30 PM **Presentation on Asana Integration** – SKCDS Staff
- 1:00 PM **Beneficial State Bank** – Jennifer Lovgren, Client & Treasury Manager
- 1:30 PM **Review of SKCDS Organization – Dr. April Dennison**
- Review – [SKCDS Bylaws](#)
 - Verification of Access:
 - [Employee Handbook](#)
 - [HR Review Summary](#)
 - Orientation Manual
 - [Treasurer's Handbook](#)
 - [Marketing SOP](#)
 - Review of SKCDS Standing Committees & Foundation

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- [Committee Roster](#) & Review of areas needing support
- Executive Council Liaison Assignments & Gaps:
 - Programs & CDE:
 - Dennison & Christian
 - Membership Committee:
 - Dennison, Christian, Gordon
 - Leadership Development:
 - Trieu
 - Budget & Finance:
 - Walczak, Dennison, Christian, Gordon, Pietsch, Osundeko
 - DEI Committee:
 - Pong & Gordon
 - Peer Review & Ethics:
 - Christian
 - Access to Dental Care:
 - Gordon
 - Forensics Committee:
 - Dennison (Interested)
 - **GAP**- New Dentist:
- SKCDF – **GAP**
 - Dennison, Christian (Svino with help onboard new President, but will not serve on board)

- [SKCDS Master Calendar](#)
- Financial Update – Treasurer, Dr. Philip Walczak
 - Beneficial State Bank – Bank Payment Dual Approval Process
- Review Expectations of Staff and Volunteer Leadership
 - Agenda Timelines
 - Committee Chairs – Formal Expectations to be sent out
 - [Drafted Policy for SKCDS](#)
- SKCDS Special Committees:
 - IT Committee
 - Marketing Subcommittee next meeting 8/25/26
- SKCDS Office & Physical Location

2:30 PM

Pending Motions – Dr. April Dennison

- Budget & Finance Committee Appointment of Dr. Tommy Kim
- SKCDS Financial Report for Funds \$2,500.00 and above [2026 DRAFT](#)

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- SKCDS Budget Form for Executive Council
- President-Elect Special Election Funds
- Bill Pay Process
- *Missed Motioned Deadline* - Consultant Follow-Up
- WSDA Conference Room Use – [Agreement](#)
- *Missed deadline* - Washington AGD Transcend Magazine – [Marketing Opportunity & Financial](#)
- [IT Modernization Proposal](#)

2:45 PM **Review of Mission & Vision – Dr. April Dennison**

- Executive Council Retreat – Introduction to Strategic Planning

2:59 PM **Upcoming Meetings**

- Marketing Workgroup Subcommittee – August 25th, 2026 at 6:30pm via zoom
- Retreat – Saturday, August 29th, 2026 | 10AM-3:00PM | Dr. Christian's Office
- September 15th, 2026 at 6:30pm via zoom
- October 20th, 2026 at 6:30pm via zoom

Upcoming SKCDS Events Open Registration

- [SKCDS Caucus 2 – Sept. 2nd via Zoom](#)
- [General Membership Meeting - Sept. 3rd Ivars Salmon House](#)

3:00 PM **Adjournment**