Attending:
Bruce Huie, Daphne Magnawa, David Glober, Scott Wilkinson, Susan Eslick, Tony Kelly, Jean Bogiages, Ron Miguel, Joe Boss, Lydia Tan, Jonathan Goldberg (Public Works)

Absent:
Jake Milan, Janet Carpinelli, Katherine Doumani, Don Nolte, Jesse Herzog

Bruce opened the meeting at 7:00. Eight members were present so a quorum was established. Scott moved and Ron seconded a motion to approve the minutes from the September 30 meeting. All were in favor except Lydia who abstained.

Tony presented the election report update. We have a contract with a company in Jacksonville Florida. They need $3,000 by 10/22. Susan asked if they had our logo and text type. She agreed to send that to Tony for the envelopes. Bruce asked if we need to review the ballot text. Tony said we will have the ballot for by the 21st, but we won’t see how the whole thing is put together. We need to get the nominees and their statements. Ron asked about write-in candidates. It was agreed that there cannot be write-in candidates. Question was raised about the phone ballots. Tony said that every property owner will get a barcode and a number. They have to use their number when they phone in. Tony stated that that is as secure as mail-on ballots. Susan reiterated that she would get the logo from build Public and send it to Tony.

Daphne opened a discussion of the candidates that had entered their names on the website in order to run for board member. She stated that there is only one category without a potential candidate. Jean said that Joe Treinen, park steward for Benches Garden, was applying. Daphne said we have candidate registered for all board seats except Dogpatch Tenants and Northwest Potrero Tenants. Bruce said that by the 21st all seats should have candidates that have submitted.

Daphne pointed out that some candidates entered more than 50 words and asked what she should do. Bruce said he would update the website to make 50 more emphatic. Emails will be sent to those candidates who entered over 50 words. Bruce will try to make the field only accept 50 characters. Bruce reviewed all the potential and registered candidates.

There was a discussion about the seats for green space candidates. Green space candidates can be residential tenants or commercial tenants. There was discussion
about the meaning of commercial tenant. It was agreed that a building of type commercial
could have a representative who did not live on the property, though this might not be
clear in the Management Plan. A policy clarification is needed.

Jonathan brought up that Sarah Ballard, Rec&Park was interested in being on the board.
It was noted that she is a busy person and the board will be a working board and will
require a time commitment.

There was a vote taken stating that the designated agent of a commercial property owner
can represent the property.

Tony said that the vetting process will need to assure that people are running for seats
they are qualified for. Daphne asked when do we start vetting and what process do we
use. Jean suggested that a vetting policy needs to be developed. We have the list of
property owners. We need a list of criteria. This needs to be developed by the
nominations group. It was decided to do this over email.

Tony brought up the question, should the Interim Board recommend a slate. After much
discussion it was agreed that the Interim Board would not recommend a slate, but
individual members could certainly tell people who ask them who they recommend.

Bruce opened a discussion on the City-GBD agreement that the board needs to sign
when other tasks are completed. Jonathan said there are things in the agreement that
the board will need to do. Jean mentioned that we are not editing, but agreeing and
signing. Jonathan mentioned that this agreement is different from other CBDs because
volunteer time needs to be tracked. Before the agreement can be signed, the board must
complete a number of tasks.

Susan gave a financial report. She told the interim board that in order to be able to pay
what we need to pay quickly, Bruce has offered to loan the GBD money until the
assessments are collected. Susan will make an agreement that Bruce will sign. An
account will be opened at Umpqua to handle that money. There was a discussion about
whether Bruce should charge interest and whether that was a conflict of interest. Bruce
agreed not to charge interest so there would be no issue. It was felt that taking out a loan
from Umpqua would take too long. Three of us will sign checks; Susan, Jean, Bruce. We
will start with $8,000 in the account. Jean moved that we open an account with Umpqua
and fund it with a no interest loan from Bruce. All were in favor, except for Bruce who
abstained.

Katherine was absent due to an emergency, so Bruce gave a report on a marketing plan.
His plan is attached. It was decided to put a ½ page color ad in the Potrero View to
announce the election. Bruce proposed that we should contract with an agency to
execute marketing plans. Bruce said he had a few agencies in mind for about $2-3,000 a month. This would include a newsletter.

Bruce proposed that we come up with a proposed beginning budget to recommend to the newly elected board. Bruce wants to set up an infrastructure so that the new board can begin right away maintaining parks. He also wants to make sure we communicate to a larger audience. He wants to hire an agency to help with this communication on the short term. Bruce agreed that this topic could be tabled and discussed by the executive working group.

Bruce asked for items to be covered at the next board meeting. At the next meeting we need to review the form we need to sign with the city.

Jean said we need to have a stronger conflict of interest policy that would supplement the policy in the bylaws. She wants to include this policy in the 1023 form. She said we will be looked at as a governmental organization and people don’t trust the government, so we need a strong policy. Tony pointed out that the 1023 application does not require a conflict of interest policy. Scott moved and Tony seconded that we use the policy in the bylaws with our 1023 application.

The meeting adjourned at 8:30.

Submitted by,
Jean Bogiages, Co-chair Dogpatch & NW Potrero Hill Green Benefit District

INTERIM BOARD WORKING GROUPS:
Bylaws: Tony Kelly, Ron Miguel, David Glober, Laurie Burgess
Nomination: Daphne Magnawa, David Glober, Susan Eslick, Michael Yarne, Jake Milan, Jean Bogiages
Good Governance: David Glober, Scott Wilkinsen, Laurie Burgess
Marketing: Bruce Huie, Katherine Doumani, Don Nolte
Finance: Susan Eslick, Jesse Herzog, Jean Bogiages
Executive: Bruce Huie, Tony Kelly, Jean Bogiages, Susan Eslick