

Executive Committee  
 Monday May 8, 2017 5:00pm  
Location: 512 Ellis, San Francisco, CA

Executive Committee	5/8/17	
	Present	Absent
Julie Burdick	X	
Dan Williams		X
Ross Stackhouse	X	
David Seward		X
Pedro Torres	X	
Pratibha Tekkey	X	
Peter Stevens	x	

## FINAL/APPROVED

1. CALL THE MEETING TO ORDER  
 J. Burdick called the meeting to order at 5:07pm
2. PUBLIC COMMENT ON AGENDA ITEMS  
 NO public comment
3. ADMINISTRATION/OPERATION ITEMS 30 minutes
  - a. Financial/Cash flow Update...Staff will update members on finance reports  
 S Gibson presented on financial and cash flow.
  - b. Draft 17/18 fiscal year budget...Staff will present first draft budget for review and decision on next steps in budget process. Action  
 S. Gibson presented on draft budget, taking recommendations and question from committee. Exec committee continued with line-by-line budget analysis comparing year-to-date with projected fiscal year 2017/2018.  
 Julie Burdick moved to present the draft budget following updated recommendations by committee and with agreement that revised draft budget be sent out to board with ample time to review before the meeting.  
 R. Stackhouse Seconded  
 All approved, no abstained
  - c. Cost of living assessment increase...Committee will decide on recommending a cost of living assessment increase Action  
 S. Gibson posed the question whether to enact.  
 J. Burdick moved to approve.  
 R. Stackhouse seconded.  
 All approved, no abstain.
  - d. Grant Updates ...Staff updated on new grants or issues

- R. Stackhouse provided summary and quick analysis on program grants and project grants breaking down recurring vs. non-recurring income.
  - e. Administrative Issues...Staff updated on progress made on administrative issues.
  - f. Board Elections...Staff updated on election process and possible board open positions.
  - g. Committee reviewed 990 IRS filing and authorized filing of 990 form. Action
  - R. Stackhouse with having reviewed the form and with moved to approve,
  - J. Burdick seconded
  - All approved
4. BOARD MEETING AGENDA – discuss/review 5 minutes
- S. Gibson discussed two presentations to place on agenda for next meeting, Safert Taylor Street and Partnership for a Healthier TL. J. Burdick requesting a look-ahead to board elections with which seats will be up and planning for that.
5. PROJECT UPDATES 15 minutes
- a. Clean Program... Executive Committee will review progress to implement new program.  
Discussion of start date and program implementation, PROW will be convening with this issue this Thursday 5-11.
  - b. Hyde Turk Park Pilot Program...Staff updated on progress and reviewed proposed Hyde-Turk Activation Micro Grant program Action  
S. Gibson provided update on pilot program and use of allocating funds to micro grant program to support activation by local program partners as well as authorization of signing of the Recreation and Parks department permit to pursue the activation.  
J. Burdick moved to approve with future considerations of this program going under PROW committee.  
Pratibha seconded  
All approved, no abstained.
  - c. Taylor Street...Staff will update on Taylor Street project  
S. Gibson brief discussion of Taylor Street Project kickoff and outreach plan. Will also be presenting at upcoming board meeting.
6. COMMITTEE UPDATES 15 minutes
- a. CEC Updates on projects
    - i. TLCBD Community Meeting...May 31 Action  
S. Gibson discussed possibility of holding a community meeting, listening session as early as 5-31. R. Stackhouse and other committee members briefly discussed short timeline but feel it is important to hold.  
J. Burdick move to approve  
R. Stackhouse seconded  
All approved, no abstain.
    - ii. Larkin Lighting

Due to more time spent on earlier agenda items, Larkin Lighting update postponed.

iii. Communication update

F. Pujals presented website, timeline and possible content for upcoming communications Tenderloin Talk.

b. PROW

i. Prow Committee will meet on May 11, 1:00pm CBD office.

c. SAFE Updates from Safe Committee

7. IMPORTANT DATES

a. Board Meeting...May 15, 5:00pm at office 512 Ellis

8. NEW BUSINESS

5 minutes

No new business.

9. PUBLIC COMMENT ON NON AGENDA ITEMS).

No public comment.

There being no new business or public comment, J. Burdick called the meeting to close at 7:35pm.