Evaluation Committee Meeting
May 6, 2020, 5:15 pm
512 Ellis Street, San Francisco, CA
Meeting Minutes
DRAFT*

*Minutes subject to change, and not official until approved by the Committee

Present:  
Adam Tetenbaum
Paula Fleisher
Simon Bertrang, TLCBD Staff
Lorraine Lewis, TLCBD Staff
Kate Robinson, TLCBD Staff
Alicia Seleska, TLCBD Staff

Guest(s):  
Dara Geckeler, Facente
1. **Call to Order. Welcome and Introductions**
   A. Tetenbaum called the meeting to order at 5:23 pm.

2. **Standing Item: Evaluation**
   L. Lewis shared that staff’s Evaluation work was presented to the Board at the April Ad Hoc Board/Evaluation meeting. Staff and Facente have met regularly in various meetings. The results of the recent Staff Experience survey will be shared.

3. **Information Sharing (with guest Facente)**
   D. Geckeler reported that Staff and Facente will next work on an evaluation map. Staff will do preliminary work on Theories of Change. Facente will provide training at the next Staff meeting, and bring the work to the Board via Committees. Facente will meet with some Staff on May 25th to begin the next phase.

   K. Robinson agreed it would be good for Committees to start learning some of the language and wondered what is the best way to discuss in the agendas.

   P. Fleisher answered that it came up organically at the earlier Safe Committee meeting, and added that it should be positioned as a collaborative effort.

   A. Tetenbaum suggested that the next Executive Committee meeting is coming up and is a good opportunity to discuss next steps.

   P. Fleisher gave feedback on the Ad Hoc Board/Evaluation presentation.

4. **Information Sharing: Budget Update**
   A. Tetenbaum reported he will meet with S. Bertrang to review the Budget. S. Bertrang shared that TLCBD will create a draft Budget - which will be built out by programs - for the next year. The budget will be presented at May’s Board meeting.

   P. Fleisher suggested thinking about food security and how to address that within programming.

5. **Action: Review Evaluation Committee April 1, 2020 Draft Minutes**
   **MOTION: Review and approve draft minutes of the April Meeting of the Evaluation Committee.**
   Moved by: A. Tetenbaum
   Seconded by: P. Fleisher
   Abstained: None
   Passed: Yes

6. **Public Comment/Close Meeting Announcements**

   The meeting was adjourned at 6:12 pm.

   **Next Evaluation Committee Meeting**
   **Wednesday, June 3, 5:15 pm | Office - 512 Ellis Street**