

SVBC Board Meeting Minutes

Date: April 16, 2009
Location: Stanford University, Building 170, 2nd Floor Conference Room

Present: Jerri-Ann Meyer, Jack Miller, Paul Goldstein, Sue Young, Gary Brustin (by phone), Jim Parker, Greg McPheeters (arrived 6:50pm), Ryan Kaufman, and Mark Eliot

Absent: MaryAnn Levenson

Staff: Corinne Winter

Guests: Hollis McDade Kline

Meeting called to order at 6:33pm by Jerri-Ann

Public Comments. The meeting was opened for public comments. No comments.

March Minutes. Corrections from Jerri-Ann included prior to meeting.

MOTION by Paul to approve the minutes with corrections from the March meeting; seconded by Sue: motion passed unanimously.

Finance Committee Report. Jim presented the profit and loss and income statements through March. Jim's main concern is whether we have contingency plans for the later part of the year, but he's comfortable with where we are right now. Paul is concerned that we're behind on membership income due to smaller number of renewals, which relates to sending renewal letters. Corinne said that letters would be sent next week. Finance Committee recommends that the budget review scheduled for this meeting be deferred.

MOTION by Paul to continue with current budget approved in November; that the committee continue to monitor the budget; and that the board review the budget toward the end of the second quarter; seconded by Jim; motion passed unanimously.

Fundraising Committee Report. Jim presented the fundraising dashboard, which is a table tracking each initiative and identify those that are lagging. There will be one table per quarter. Board made comments on the format.

Ryan reported that the vision document project is stuck at the moment. Content is available, but the design is not complete due to communication problems between the board and volunteers.

ACTION for Ryan to send the current vision document content to the board with date by which comments should be returned.

ACTION for staff to finish the final layout and have the document printed.

Sue and Jerri-Ann have made a list of questions for Sports Basement prior to setting up a fundraising event there in June. Would like to advertise the event in BTWD materials. Expect around \$1000 raised. Sue and MaryAnn would like to have a dinner event with a speaker or a casino night event in September.

Bylaws Committee Report. Gary contacted an attorney (Ingrid M.) at Adler & Coleman in SF about reviewing our corporate documents. The attorney said that this would be a two-step process. First, they would look at the articles of incorporation and bylaws for legal soundness; cost would be \$500-1500. Then they would give us a quote for further work, if necessary; cost would be another \$1000+ depending on the adequacy of the documents.

ACTION for Gary to send email to Corinne, Mark, Paul, and Jerri-Ann regarding the SF lawyer.

ACTION for Corinne to talk with other boards she sits on and people she knows on other boards about options for legal review by end of April.

ACTION for Jerri-Ann and/or Corinne to contact Community Foundation, CEN, Loretta at Packard Foundation about recommendations for legal review by end of April.

Paul would like to formalize the process for public comments.

MOTION by Paul to make it a board procedure that (a) we have a public comment period at the beginning of the board meeting, (b) each guest will have a limited period of time to speak, and (c) the board can change at the beginning of the meeting the time period allowed to ensure that the board's agenda can be completed in a timely manner; seconded by Jerri-Ann; motion passed unanimously.

Staff Report.

ACTION for Corinne to email the board the electronic version of the BTWD materials that was sent to employers.

ACTION for Corinne to send confirmed event dates to board for BTWD and upcoming fundraising events, including parties.

Corinne reported that the Share the Road program has a new presentation and supporting materials. She gave the presentation at the member meeting yesterday evening.

ACTION for Corinne to make a link to the presentation available to the board.

We now have two Program Assistants working on staff. We no longer have a Program Director; separation was mutual decision.

Hollis is entering the membership survey in the electronic survey system. She plans to have the survey on-line in the next week.

Policy Committee Report and County Reports. Paul will be appointed the SVBC alternate at the next VTA BPAC meeting. Jerri-Ann has been promoting the idea of the under/over ride sponsored by the VTA. Ride will be May 17th. Caltrans Dist. 4 has a new bicycle coordinator, who is substantially better than the previous coordinator. No chance we can stop the installation of rumble strips on Hwy 9. Paul has requested that Caltrans have a site visit to review the work. There's a big hubbub about the Menlo Park bike/ped bridge at Ringwood. The city council appears to be behind replacing the bridge (good) right now. Mark reported that, the reconfiguration of Alameda by the high school in Belmont is still being discussed, but timely letters and turnout by SVBC members appears to have had a positive effect; we'll need to keep an eye on the issue.

ACTION for Paul to call a Policy Committee meeting to discuss the next steps for bikes-onboard Caltrain and the San Jose downtown bike plan.

BABC Strategic Plan.

MOTION by Greg that SVBC endorse the BABC Strategic Plan; seconded by Paul; motion passed unanimously.

Upcoming Calendar Items. Need board members for the Tour de Cure on June 14th.

Meeting adjourned at 8:58pm.

Respectfully submitted,
Mark Eliot