

Castro/Upper Market CBD
Executive Committee Meeting
September 5, 2017 Minutes

Committee Members Present: President Chase Chambers, Treasurer Alex Harken, Vice President Alan Lau, Secretary Pauline Scholten
Staff/Guests: Andrea Aiello, Executive Director

- I. Introductions/Brown Act/Approve Minutes: Meeting called to order at 9:05 a.m. All members introduced themselves. Chase chaired the meeting and reviewed the Brown Act. **Motion** (AL1, AH 2) approve August Minutes. Call for public comment, there was none. Motion approved.
- II. CBD Office Space Issues: Discussed motion from board to not renew lease with subtenant but put on month to month basis. Chase reported on communication with Scott. It's very difficult given that Scott is in Paris for the month. Reviewed guidelines for office re: use of restroom and talking. BBB employees will no longer be allowed to use restroom upstairs except when Philz is closed or there is an emergency. Andrea stressed there is no insulation re: sound in the building. Discussed communication with Scott. Andrea stressed that the CBD is expanding and growing and that means bringing on one or two additional people and people take up space and need to use the restroom. CBD can get rid of the couch and add one desk. Table in the back of the room is essential for CBD to function.
- III. Update on Projects: Andrea provided an update on the projects: The Seed – it looks like with Andrea's vacation and other delays, the unveiling won't be until 11/11. Discussed: committee members wanted it to be earlier...is there a way to make that happen? Andrea will figure it out. PTP is moving along, planning is taking place. Annual Social is on 11/16 and it will be used as a fundraiser for pink triangle park and castro cares and to honor our volunteers. FHMP will be holding on-line community input for two weeks. CBD will be sending out a post card: about our services to property owners and merchants.
- IV. Adjourn: 10:00 a.m.

Minutes taken and prepared by Andrea Aiello
Approved October 3, 2017