

**Castro/Upper Market CBD  
Executive Committee Meeting  
December 7, 2016 Minutes**

Committee Members Present: Alex Harken, CBD Board Member President Scott James,  
Treasurer Alan Lau, Secretary Pauline Scholten  
Staff/Guests: Andrea Aiello, Executive Director

- I. Introductions/Brown Act/Approve Minutes: Meeting called to order at 9:12 a.m. All members introduced themselves. Scott reviewed the Brown Act. **Motion:** (SJ1, PS2) Approve minutes from July 26, October 4, November 10 call for public comment, there was none minutes approved.
- II. Appoint Chase Chambers: **Motion** (AL1, SJ2) to appoint Chase Chambers to the Services Committee and to Castro Cares representing the Castro CBD. Call for public comment, there was none. Motion approved.
- III. Approve to Fast Track Chase Chambers for Board Membership: Given the shortage of board members and Chase's involvement in the community as the GM of Apothecarium, and a resident in the footprint, decision made to fast track his appointment to the board. **Motion:** (SJ1, AL2) Recommend Chase Chambers to the board for board membership approval. Call for public comment, there was none. Motion approved.
- IV. Recommend Officers to the Board: **Motion:** (SJ1, PS2) Recommend to accept Alan Lau's resignation as Treasurer and appointment to Vice President; Alex Harken as Treasurer. Call for public comment, there was none. Motion passed. Pauline and Scott are both happy to remain as Secretary and President.
- V. Board Retreat: Discussed board retreat in 2017 in detail. Reviewed proposal from a facilitator Emily Leys who was referred by Brian Gougherty. She is within our price range. Scott and Andrea will interview Emily. Scott suggested going to Sea Ranch. Pauline mentioned hitting lots of traffic getting out of SF on a Friday night and she is not in favor. She's afraid it will turn into an ordeal for people. Andrea and Scott will continue their research and look for a closer place. At board meeting, need to really confirm with board members that they are willing to do this and spend the time, ask how far they want to travel and are they willing to spend 2 nights.
- VI. Public Comment: There was none.
- VII. Adjourn: 10:03 a.m.

Minutes taken and prepared by Andrea Aiello  
Approved 1/4/16