

**Castro/Upper Market CBD
Executive Committee Meeting
February 3, 2017 Minutes**

Committee Members Present: President Scott James, Vice President Alan Lau, Secretary Pauline Scholten

Staff/Guests: Andrea Aiello, Executive Director

- I. Introductions/Brown Act/Approve Minutes: Meeting called to order at 9:10 a.m. All members introduced themselves. Scott reviewed the Brown Act. **Motion**: (AL1, SJ2) Approve minutes December 7, 2016 call for public comment, there was none minutes approved.
- II. Retreat: Andrea reported on options in Pacifica. The best location is Pacifica Beach Hotel off Hwy 1 at corner Hwy1 and Crespi Ave. Went over prices for room and board and room rental. All fits within the budget. Executive Committee in agreement with holding the retreat at Pacifica Beach Hotel.
- III. Annual Report & Annual Socail: Andrea reported she emailed Jared H. at Strut, asking him if there were any dates in April for the CBD's annual social?
- IV. Committee Assignments: Andrea reported that Peter Laska is interested in being on DISI. **Motion** SJ1, PS2 To appoint Peter Laska to DISI. Call for public comment, there was none. Motion approved. **Motion** PS1, AL2 To approve Jim Laufenberg leaving Finance Committee and joining Services Committee. Call for public comment, there was none. Motion approved.
- V. Update Friends of Harvey Milk Plaza: Andrea reported that Horizons Foundation wanted to give Castro CBD \$75,000 grant so CBD would pay for all of AIASF's expenses related to the contract. Instead FHMP passed a motion to move all for the funds (\$500K) out of Horizons into the Center for Architecture & Design (CAD), with a tight contract between FHMP and CAD.
- VI. Liability Insurance for Small Contractors – Andrea reported that CBD insurance agent advised her that CBD could get extra insurance (about \$100 cost) to cover the facilitator. Committte thought that was a good idea. Committee asked Andrea to find out if we could just permanently add this to our policy so we are covered for all our small contractors.
- VII. Annual Executive Director Review Alan reminded committee it is time to begin the ED review. Scott and Pauline will start the process.
- VIII. Public Comment: There was none.
- IX. Adjourn: 10:08 a.m.

Minutes taken and prepared by Andrea Aiello
Approved 3/3/17