

**Castro/Upper Market CBD
Executive Committee Meeting
February 23, 2016 Minutes**

Committee Members Present: 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 10:08 a.m. All members introduced themselves. Scott reviewed the Brown Act. **Motion to approve** minutes (SJ1, AL 2) Call for public comment, there was none; minutes approved.
- II. Castro/Upper Market Community Benefit District 10 Year Anniversary: Discussed, all details of event. Andrea reviewed the costs for the event and how the existing budget would cover these costs from Marketing and Promotions. Committee agreed that CBD would only charge any expenses over the amount the we have budgeted to Castro Cares donations. Andrea also reported that the restaurants were reluctant to participate and she is considering offering them a small stipend to cover some of their expenses. Executive committee agreed this was a good strategy, particularly for the inaugural Taste of The Castro.
- III. Executive Director Evaluation: Alan reported that we need to have the Exec. Director evaluation completed before we develop the budget for next year. Outlined steps to getting this done. Scott will take the lead. Closed session to discuss at the April Executive Committee meeting.
- IV. Board Membership/Appoint Shawn Vergara to Land Use Committee: **Motion** (SJ1, AL2) To appoint Shawn Vergara to the Land Use Committee. Call for public comment, there was none. Motion passed.
- V. Annual report: Discussion about sponsorships in the annual report. Alan concerned that the report will be too long. Andrea will work with lower case productions on making sure the annual report was readable. Scott and Andrea working on completing.
- VI. Public Comment: There was no public comment.
- VII. Adjourn: 11:42 p.m.

Minutes taken and prepared by Andrea Aiello
Approved 4/12/16

