

**Castro/Upper Market CBD  
Finance Committee Meeting  
October 6, 2017 9:00 am – 10:00 am  
Minutes**

**Present:** Alex Harken, Treasurer; Hubert Ban, Board Member

**Guests/Staff:** Andrea Aiello, Exec. Director

- I. Introductions/Approve Minutes/Review of Brown Act: Meeting called to order at 9:08 a.m. All introduced themselves, Brown Act reviewed. **Motion** AH1, AL2 to approve July Minutes, call for public comment, there was none. Motion approved.
- II CBD CPA Review:  
Reviewed CPA Review, made some corrections, Andrea will communicate with RINA (0 instead of – and \$1 off). **Motion** AH1, HB2 approve CPA Review with corrections. Call for public comment, there was none. Motion approved.
- III. Review New Budgets for 2 new Grants and Review In-direct Charges:  
**Motion:** AH 1, HB2 To change CBD in-direct charges from 20% to 10% charged as follows: 50% to ED, 30% Accounting, 20% Rent. Program management charges will be charged to program costs and allocated as needed to the demands of program implementation. Discussion, call for public comment, there was none. Motion passed.  
Discussed 2 new grants – Horizons Foundation for FHMP at \$63,910 and \$100,000 from CCG for Pink Triangle Park.
- IV. Details for Simple IRA: discussed, will be setting up account with Vanguard.
- V. Employee Bonus: Did not discuss
- VI. Public Comment: There was none.
- VII. Adjourn: Meeting adjourned 10:05 a.m.

Minutes taken and prepared by Andrea Aiello  
Approve November 28, 2017