

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

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

Guests/Staff: Andrea Aiello, Exec. Director

Members of the public: John Goldsmith

- I. Introductions/Approve Minutes/Review of Brown Act: Meeting called to order at 9:06 a.m. All introduced themselves, Brown Act reviewed. **Motion** AH1, AL2 to approve November Minutes, call for public comment, there was none. Motion approved.

- II 2nd Quarter Report:
Discussed, questions with Anh. Anh will make corrections

- III. Fiscal and Governance Policy Manual
Reviewed section on Authorization & Purchasing Limits, and no changes necessary. It is important for the budget to be in sufficient enough detail, especially for DISI so the board understand how the funds will be spent.
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- IV. FY 2017-18 Budget Timeline: Andrea reported that because the board is only meeting every other month, the draft budget for FY 18-19 needs to be presented at the April board meeting. Committee agreed and said this should be our goal.

- VII. Adjourn: Meeting adjourned 9:52 a.m.

Closed Session:
Legal Issues

Minutes taken and prepared by Andrea Aiello
Approved April 3, 2018