

**Castro Community Benefit District  
Executive Committee Meeting  
June 22, 2021 8:00 a.m. – 8:30 a.m.  
Meeting held via Zoom  
Minutes**

**Attendance:** President Justine Shoemaker, Vice President Alan Lau, Treasurer Crispin Hollings, Secretary Jim Laufenberg  
**Guests/Staff:** Andrea Aiello, Executive Director  
**Members of the Public:** None

- I. Introductions/Brown Act:** Meeting called to order 8:08 a.m.
- II. General Public Comment:** There was none.
- III. Approval of Minutes Executive Committee, Motion:** AL1, CH2 Approve Executive Committee minutes 6/04/2021. Motion approved: Aye: JS, CH, AL
- IV. Discussion and Consideration of Approval to hire Josh Decolognon as a temporary employee for six months at a cost to the Castro CBD not to exceed \$8,000.** This expense has already been approved by the Board of Directors. **Motion** CH1, AL2, Andrea explained that our contract requires all contractors to have a SF business license and to carry insurance. Josh does not have a business license in SF. Discussion, what are our risks to hiring Josh as a temporary employee. Andrea responded that actually there are very little risks. We are complying with all labor laws. Alan concurred. Alan suggested to make sure that we include all our expenses as we estimate our costs and not to go over \$8000. Motion approved JS aye, CH aye, AL aye.
- V. Planning FY 20-21 Annual Report:** AA will begin working on annual report. Discussed using report as a fundraiser as we have in the past. Discussed continuing impact of COVID on small businesses in the Castro and decided to not sell ad space in the annual report.
- VI. Planning for Face to Face Meetings:** When should we bring board/committee meetings back to face to face? Let's wait to see what Governor does with the Brown Act. Continue to have meetings virtually on video.
- VII. Adjourn:** adjourn 8:28 a.m. AL1, JS2

Minutes prepared by Andrea Aiello  
Approved 7/26/21