

Castro/Upper Market Community Benefit District

Executive Committee Meeting

November 03, 2020 8:00 a.m. – 9:00 a.m.

Meeting held via Zoom

Minutes

Attendance: President Justine Shoemaker, Vice President Alan Lau, Secretary Jim Laufenberg, Treasurer Crispin Hollings

Guests/Staff: Andrea Aiello, Executive Director

Members of the Public:

- I. Introductions/Brown Act:** Meeting called to order 8:03 a.m.
- II. General Public Comment:** There was none.
- III. Approval of Minutes Executive Committee, Motion:** CH1, JS2 Approve Executive Committee minutes 10/20/2020.
- IV. Discussion CBD Office Space & Use:** Andrea brought up the increasing difficulty with social distancing in the 693 14th St., CBD office. It is getting crowded in the office and sometimes her presence as an “extra body” in the space which makes it just that much more too tight. Also, looking towards January, there will be even more staff working as cleaning ambassadors and public safety ambassadors all scheduled for the important morning hours. Discussion. Emphasize that everyone wears masks indoors and discuss with Trey possible scheduling. In the foreseeable future, Andrea will be using office just to stop in and not spend a significant amount of time in the office.
- V. Discussion Workload for Castro CBD and Priority Setting:** Discussion, JL volunteered to organize and report back on Land Use Committee. Discussed regular communication via mailchimp and how to get this done. Suggestion: each committee appoints someone to write up a paragraph to insert into the CBD mail chimp. Executive Committee should stress that this is a job for board and committee members, not for staff. Further discussion.
- VI. Discussion of Creation of Formal Organization for CBD Consortium and Consideration of Approval for Castro CBD to Join CBD Consortium:** Discussion. AA to report back on bylaws, cost to Castro CBD and policy decision making process and procedures particularly if Castro CBD doesn't agree, how do we acknowledge that.
- VII. Adjourn:** adjourn 8:57 a.m.

Minutes prepared by Andrea Aiello

Approved 2/9/2021