

**Board of Directors Meeting**

**May 24, 2021, 5:00 pm**

(Meeting is being held online due to the ongoing COVID-19 pandemic)

**Meeting Minutes**

**FINAL/APPROVED 6/28**

**Present:**

Lowell Caulder, Business Owner Seat, Studio Dental – President  
Soha Abdou, Property Owner Seat, CCDC  
Rhiannon Bailard, Property Owner Seat, UC Hastings Law – Vice President  
Beth Borgna, Property Owner Seat, Dolmen Property Group  
Curtis Bradford, Resident Seat  
Rene Colorado, Jr., Business Owner Seat, Lers Ros/Esan Classic  
Regina Guggenheim, Property Owner Seat, BroadwaySF  
Aashish Karkhanis, At-Large Seat  
Jennifer Kiss, At-Large Seat  
Susie McKinnon, Property Owner Seat, Cova Hotel  
Cindy Ramesh, Property Owner Seat, Hilton  
Kristen Villalobos, Resident Seat  
Mike Vuong, Business Owner Seat, Boys and Girls Clubs of San Francisco – Secretary

Simon Bertrang, TLCBD Staff  
Hunter Franks, TLCBD Staff  
Lorraine Lewis, TLCBD Staff  
Esan Looper, TLCBD Staff  
Fernando Pujals, TLCBD Staff  
Eric Rozell, TLCBD Staff  
Alicia Seleska, TLCBD Staff

**Absent:**

Adam Tetenbaum, Property Owner Seat, Olympic Residential Group – Treasurer  
Christy Shirilla, Resident Seat

**Guests:**

Laurel Arvanitidis, Office of Economic Workforce Development

1. **Call to Order. Welcome and Introductions**

L. Caulder called the meeting to order at 5:04 pm.

2. **Action: Approve April Minutes**

**MOTION: Review and approve the draft minutes of the April Meeting of the Board of Directors.**

Moved by: M. Vuong

Seconded by: R. Guggenheim

Abstained: B. Borgna

**Passed: yes**

3. **Discussion: Program Updates**

M. Vuong asked what support is needed with the recent resignation of the Communications Manager. S. Bertrang responded that it will mean pausing on some items and reprioritizing other items. F. Pujals suggested sharing the job posting for the open position within networks.

4. **Action: Approve Role in Mid-Market Vibrancy and Safety Plan**

**MOTION: Review and approve TLCBD role in Mayor's recently announced Mid-Market Vibrancy and Safety Plan.**

Moved by: M. Vuong

Seconded by: C. Ramesh

Opposed: none

Abstained: none

**Passed: yes**

C. Ramesh asked for clarification on who the lead organization is on implementation. S. Bertrang replied that it was envisioned as a joint operation with each entity working together to coordinate services. C. Ramesh then questioned if someone will get the statistics to see if it's actually working. S. Bertrang responded that TLCBD will be a leading role in the voice in coordinating data.

S. Abdou advocated for finding a better solution to moving people from block to block.

F. Pujals added that the police involved in this plan are holding meetings every week where partners are able to share how they feel operations are working.

L. Caulder asked how to follow up on next steps. S. Bertrang responded that the next step is figuring out the staff responsibilities.

5. **Action: Support for Mayor's Small Business Recovery Act**

**MOTION: Review and approve TLCBD support for Mayor's proposed legislation: Small Business Recovery Act.**

Moved by: M. Vuong

Seconded by: A. Karkhanis

Opposed: none

Abstained: none

**Passed: yes**

L. Arvanitidis provided an overview of all the different changes the City is looking to make with the Mayor's proposal that they hope will eliminate some bureaucracy. C. Bradford commented that in discussions with the Vision 2020 Plan some ideas that have frequently come up include equity and thinking of restorative acts through radical sweeping changes like eliminating fees and paying for rent. L. Arvanitidis advised that reducing costs has helped start to achieve some equity among more traditionally marginalized businesses and business owners. If any questions or support needed, you may email [laurel.arvanitidis@sfgov.org](mailto:laurel.arvanitidis@sfgov.org), but she's been receiving over 400 emails a day so please be patient in awaiting a response.

#### 6. Discussion: Draft FY22 Budget

S. Bertrang presented the budgets previously shared with the Board in preparation for the meeting. The summary is broken down into 3 groups: funding that has been secured, funding that has the potential to be funded, and funding whose likelihood of being funded is unrealized. He called particular attention to the administrative budget which has been increased from 5% to 10%.

R. Baillard asked for clarification on whether this is to expand existing roles or develop new ones. S. Bertrang replied that it's for 2 new roles in Administration and Fundraising, and to further develop the existing Communications Manager role to bring it fully into an administrative role. J. Kiss added that these roles must be built before the organization can expand in the way that is currently desired.

L. Caulder asked for S. Bertrang to provide more detail on what the 10% for admin is for and what does it look like, and what the contingency plan is if we can get the 10%.

***[Action: S. Bertrang will update the Board weekly on the progress he's making with A. Tetenbaum and J. Kiss.]***

#### 7. Action: Approve Revisions to By Laws

MOTION: Review and approve proposed revisions to By Laws.

Moved by: C. Bradford

Seconded by: J. Kiss

Opposed: none

Abstained: none

Passed: yes

#### 8. Update: Board Elections Logistics

S Bertrang updated the Board on who is terming out and who is running for re-election. Interviews will be scheduled for the beginning of June. All interviews will be recorded and Board members will be invited to attend.

#### 9. Information Sharing: Announcements and Future Agenda Items

M. Vuong shared the link to the D6 Budget Meeting with Matt Haney currently underway.

The meeting was adjourned at 6:43 pm.

Next Board of Directors Meeting  
Monday, June 28, 5:00 pm | Online - Zoom