

Executive Committee Meeting

December 21, 2022 5:05 pm

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

Meeting Minutes

FINAL/APPROVED 3/15

Present:

Executive Committee

- Adama Bryant, Secretary, Resident Seat
- Adam Tetenbaum, Treasurer & Co-Chair Audit Committee, Property Owner Seat (Olympic Residential Group)
- Naomi Maisel, Chair Economic Opportunity Committee, Business Owner Seat (La Cocina Municipal Marketplace)
- Susie McKinnon, Chair Inviting Space Committee, Property Owner Seat (Cova Hotel)
- Soha Abdou, Chair Neighborhood Pride, Property Owner Seat (Chinatown Community Development Center)

Other Board Members

- Bushra Alabsi

TLCBD Staff

- Kate Robinson, TLCBD, Executive Director
- Siggie Bang, TLCBD, Deputy Director - Finance
- John Mello, TLCBD, Clean Team

Absent:

- Mike Young
- Isabel Manchester, Chair, Clean Committee, Property Owner Seat (The Phoenix Hotel)
- Rhiannon Bailard, Vice President, Property Owner Seat (UC Hastings Law)
- Jeff Pace, Co-Chair Audit Committee, Property Owner Seat (St. Anthony's Foundation)

Guests:

- Dara Geckeler, Facente Consulting

1. Call to Order. Welcome

- K.Robinson called the meeting to order at 5:08pm

2. Presentation and Discussion: Facente Consulting Change Process

- D. Geckler gave a presentation regarding the change management process.
- High level of changes: New titles, New teams, fulfilling the strategic plan
- This plan is based on equity, alignment, and sustainability of the organization
- A.Tetenbaum asked for clarification on the community engagement/organizing roles
- S. McKinnon emphasized the importance of maintaining strong small business supports/services
- Reorganization of the board committees to reflect the new areas in the overall organization

3. Presentation and Discussion: Clean Team Scenarios budget analysis

- We are moving into two pillars: Workforce and leadership development
- The clean team is a significant part of this vision, but is currently a contracted piece of the org
- S. Bang gave a detailed report of three clean team scenarios: As is, In-House, and a new RFP
- S. McKinnon asked for details on major purchases and one-time costs
- A.Tetenbaum shared his support of the direction. Asked about the transition and separation costs, staffing plan, hr support/infrastructure, and office space. K. Robinson shared that these are all questions to be answered through a transition process.

4. Discussion: Future meetings including Annual Meeting and schedule

- Board retreat - 1st half will be facilitated by a consultant, 2nd half internally facilitated
- K. Robinson asked the committee if we need two hours of retreat time to continue discussing clean teams standing or have we had enough discussion and use the retreat time for other tasks at hand. A.Tetenbaum stated and A. Bryant agreed that we should use the retreat time to discuss and define the new committees which will be more impactful for the other decisions

5. Action: Approve Remote Meetings in December

Quorum not met for voting

6. Action: Approve Minutes of Previous Meetings

Quorum not met for voting

7. Information Sharing: Comment, Announcements and Future Items

The meeting was adjourned at 6:21pm

Next Exec Committee Meeting

Wednesday February 15, 2023 @ 5pm | TBD virtual vs. In-person