



Meeting of the Executive Committee
Wednesday, September 29, 5:00pm-6:15pm
Zoom Meeting ID 846 3761 7561
 (email info@tlcbd.org or call 415-292-4812 for password)

Agenda Item	Owner	Start	Duration
1. Welcome & Introductions	Michael	5:00pm	5m
2. Discussion: Communications & Executive Director Updates <u>Goal:</u> Executive Director presents important monthly updates with committee member questions and discussion of program updates contained in new-format monthly Communications update. <ul style="list-style-type: none"> • Preparation: Review Monthly Communications Update. 	Simon	5:05pm	15m
3. Update: Clean Program <u>Goal:</u> Executive Director presents monthly update with committee member questions and discussion of Clean Program.	Simon	5:20pm	15m
4. Update: FY22 Budget, Fundraising & Grants Management <u>Goal:</u> Review and discuss updated analysis of updated FY22 budget, confirmed and potential funding sources and discuss recommendations for fundraising, grants management and administrative support. <ul style="list-style-type: none"> • Preparation: Review Updated FY22 Budget. 	Simon	5:35pm	15m
5. Update: Annual Calendar <u>Goal:</u> Review and discuss proposed Annual Calendar for TLCBD. <ul style="list-style-type: none"> • Preparation: Review start of Google Doc Annual Calendar. 	Michael/ Simon	5:50pm	15m
6. Action: Approve Minutes of Previous Meetings <u>Goal:</u> Review and approve minutes of the August meeting of the Executive Committee. <ul style="list-style-type: none"> • Preparation: Review Draft August Minutes 	Aashish	6:05pm	5m
7. Information Sharing: Comment, Announcements and Future Items <u>Goal:</u> Members of the public share general comments on items not on agenda. Committee members share relevant announcements and suggest potential future Board agenda items.	Michael	6:10pm	5m