



**Board of Directors Meeting**  
**Redwood City Improvement Association**  
**Wednesday, February 8, 2017 Noon - 1:15 pm**  
**Location:** Redwood City-San Mateo County Chamber of Commerce 1450  
 Veterans Boulevard, Suite 125, Redwood City, CA 94063

**Present:** Stacey Wagner, Chris Beth, Aaron Aknin, Don Gibson, Angela Rezab, Ben Paul, Eric Lochtefeld, Lori Lochtefeld, Elaine Watts, Bob Oyster, Cathy Oyster, Lucy Wicks. Phone: Dani Gasparini, Jeff Adams, Mark Chrzanowksi

**Staff:** Amy Buckmaster, Carolina Webster

**Other:** Courtney Rose, Catherine Ralston,

**Absent:** Mike Halow, Aaron Pellarin, Stephanie Kolkka

**MINUTES**

<i>Item</i>	<i>Discussion</i>	<i>Action Taken?</i>
<b>1. Call to Order</b>	Meeting called to order at 12:05 p.m. By President Stacey Wagner	<b>N/A</b>
<b>2. Introductions</b>	Wagner went around Board Table and Room for introductions.	<b>N/A</b>
<b>3. Approval of January 11, 2017 minutes</b>	The January 11, 2017 minutes reviewed.	<b>Don Gibson moved to approve the January 11, 2017 minutes. Eric Lochtefeld seconded the motion and motion was approved unanimously with one abstention from Stacey Wagner who was not present at the January Board Meeting.</b>
<b>4. Public Announcements, Public Comments:</b>	None	<b>N/A</b>

<p><b>5. Committee Update: (Executive Committee)</b></p>		<p><b>N/A</b></p>
<p>(SOBO Committee) – Co-Chairs Eric Lochtefeld and Angela Rezab</p>	<p>a) Co-Chairs Rezab and Lochtefeld Presented the Recommendation:</p> <p>Shall the Board of Directors and the President of the Redwood City Improvement Association to authorize the SOBO Committee recommendation to spend funds of \$100,000 to go towards Sidewalk Beatification Grants and or matching funds of a to be determined amount to Redwood City Retailers which fall within the Redwood City Improvement District (CBID) Benefit Zone 1 and Zone 2.</p> <p>After good Discussion from Co-Chairs and the Board of Directors it was motioned to post-pone this Action Item and send back to the SOBO Committee for more discussion and information.</p> <p>b) Co-Chairs Rezab and Lochtefeld Presented the Recommendation: The Board of Directors and the President of the Redwood City Improvement Association to authorize the SOBO Committee to spend funds of \$59,000 for the new Video Digital Mapping Content Show themed in Celebration of Redwood City’s 150th Anniversary.</p> <p>c) Co-Chairs Rezab and Lochtefeld Presented the Recommendation: The Board of Directors and the President of the Redwood City Improvement Association authorize the SOBO Committee to spend funds of \$10,000 for 3 New AED units in three designated locations determined by the Redwood City Fire Department within the Redwood City Improvement District (CBID) Benefit Zone 1 and Zone 2.</p>	<p><b>Bob Oyster moved to approve the new motion to post-pone the Action Item. Lori Lochtefeld seconded the motion and motion was approved unanimously.</b></p> <p><b>Cathy Oyster moved to approve the motion. Don Gibson seconded the motion and motion was approved unanimously.</b></p>

	<p>RCIA Board Member Lucy Wicks as the Board to amend the recommendation to include With this allocation of funds, the RCIA recommends that the Fire Department work, to the extent possible, with Racing Hearts, a local non-profit, to ensure that these new units are added to the AED locator map and application (<a href="http://www.racinghearts.org/aedspotter-app">http://www.racinghearts.org/aedspotter-app</a>).</p>	<p><b>Chris Beth moved to approve the motion. Lucy Wicks seconded the motion and motion was approved unanimously.</b></p>
<p>(DISI Committee) – Lori Lochtefeld and Don Gibson</p>	<p>a) Lori Lochtefeld gave an update on from Olive PR; the RCIA’s Contracted PR Firm gave an update on all PR and Social Media for the month for RCIA. Lochtefeld gave an update to the Board on having RCIA start to use Facebook live to promote and engage the downtown businesses.</p>	
<p>(Parking Management Committee) Co-Chairs Aaron Aknin and Ben Paul</p>	<p>a) Committee Co-Chair reported the Parking Committee did not meet in February but will be meeting in March 1.</p>	<p><b>N/A</b></p>
<p><b>6. President’s Report</b></p>	<p>RCIA President Stacey Wagner thanked each RCIA Board for giving of their time and serving on the Board.</p>	<p><b>N/A</b></p>

<b>7. Executive Director Update</b>	Amy Buckmaster presented the 2016 Redwood City Improvement Association Annual Report to the Board of Directors. She was very happy with the publication, which was designed by Olive PR. She also let the RCIA Board know the Redwood City-San Mateo County Chamber of Commerce paid for the design and printing.	<b>N/A</b>
<b>8. Other</b>	<p>Angela Rezab reported to the Board that her new Tenant Dignity Health just opened its Urgent Care Center. Amy Buckmaster reported she participated in the Grand Opening Celebration and marked that this is very unique to Downtown Redwood City as it is the first urgent care within Downtown Redwood City. Rezab also reported that Powerhouse Gym would be moving into the DB Shoes location.</p> <p>Lucy Wicks reported on the next Stanford Speaker Series at the Fox Theatre on February 9 and recruitment was underway for the next Stanford Entrepreneur Boot camp.</p> <p>Catherine Ralston updated the RCIA Board that Start-Up Grind would be coming to Downtown Redwood City starting on February 21. She also let the Board know that Cinequest will be coming to Downtown Redwood City in March. The film festival will be showing some their films at the Century Theatre</p>	
<b>9. Next Board meeting</b>	Next Board Meeting – March 8, 2017 at Noon	<b>N/A</b>
<b>11. Adjournment</b>	Meeting adjourned at 1:00 pm.	<b>N/A</b>

**Minutes taken by: Amy Buckmaster, Executive Director, and Redwood City Improvement Association**