



## Board of Directors Meeting - **ANNUAL MEETING**

Wednesday, September 9, 2020 – 12:00pm

**Location:** Via [Zoom Video Conference](#)

### **MINUTES:**

**Present:** Aaron Aknin, Alex Khojikian, Angela Rezab, Ben Paul, Chris Beth, Dani Gasparini, Don Gibson, Gloria Arteaga, Jason Galisatus, Justin Mates, Mollie Ricker, Rosanne Foust, Stacey Wagner

**Staff:** Amy Buckmaster, Felicia Basques, Maggie Fahey

**Other:** Olive Creative Strategies: Matthew Van Court, Kelly Orange, Madeline Cullen

**Absent:** Cathy Oyster, Mark Chrzanowski, Jihan Bayyari

1. **Call to Order – President Don Gibson**  
Meeting called to order at 12:02 p.m. by President Don Gibson.  
**Action Taken: N/A**
2. **Introductions**  
Gibson went around for introductions.  
**Action Taken: N/A**
3. **Approval of Minutes from June 10, 2020 Board of Directors**  
The June 10, 2020 Minutes were reviewed.  
**Action Taken: Foust moved to approve the June 10, 2020 minutes. Beth seconded the motion and motion was approved unanimously.**
4. **Public Announcements, Public Comment**  
**None**
5. **Nominating Committee Update:**
  - Election of Officers FY December 2020 - November 2021  
**Action Taken: Foust moved to approve the election of officers. Wagner seconded the motion and motion was approved unanimously.**
  - Election of Board of Directors FY December 2020 - November 2021  
Buckmaster went line by line of the proposed Board of Directors and shared that both Lisa Soutter and Electra McBurnie will not be returning. **Action Taken: Rezab moved to approve the election of Board of Directors. Aknin seconded the motion and motion was approved unanimously.**
6. **Committee Updates:**

## Executive Committee Don Gibson

- **Project Management Tracker Discussion**

*Discuss and set Project Management Fee for the Redwood City/San Mateo County Chamber of Commerce to be retroactive beginning in January 2020.*

Wagner shared this started in the DISI Committee so she took the lead on this discussion with the Board of Directors over the last month. After all feedback was received, there were 2 figures to consider: \$75 or \$100 per hour, with an annual cap of 1000 hours. Buckmaster explained that 2020 has been a rare year, and even at the current rate of time spent on RCIA projects, the team will not exceed 1000 hours. After additional discussion by the Board of Directors, it was decided that \$100 per hour, with an annual cap of 1000 hours would be the appropriate course to take.

**Action Taken: Rezab moved to approve the Project Management Fee. Foust seconded the motion and motion was approved unanimously.**

## **SOBO (Sidewalk, Operations and Beautification Committee)**

*Next Committee Meeting – September 15, 2020 – 11:00am*

Committee Co-Chairs: Rosanne Foust & Gloria Arteaga

- **RCIA/City of Redwood City Capital Improvement Update**  
Foust shared that the City is working with Damon Belinger, the Shadow Art artist, to commission him for the painting of the crosswalks on the 2000 and 2600 blocks of Broadway. Since there are road standard rules, the city attorney will need to be included in this conversation.
- **Placemaking Update**  
Basques shared that Marco with New City America is working on an updated proposal with 5 public locations and color options for tables and chairs.
- **Pilot Lighting Project**  
Basques shared with the Board of Directors that the Pilot Lighting Project has been completed and we have already received positive feedback on the improvement of these lights.

## **DISI (District Identity and Signage Committee)**

*Next Committee Meeting – September 29, 2020 – Noon*

Committee Co-Chairs: Don Gibson and Stacey Wagner

- **Annual Meeting PR Update – Olive Creative Strategies**  
Orange shared with the Board of Directors all the coverage they secured for the Eat, Sip, Be program, including a TV interview with Chef Manuel Martinez from LV Mar. Social highlights include a 95% increase in impressions, 901 new followers, and a 109% increase in engagements across all social platforms.
- **“Eat, Sip & Be in RWC”**
  - Overview of survey
  - Emergency Proclamation – 9/1/20Basques shared that the survey was completed by 33 of the 38 approved restaurants downtown, and overwhelmingly they want the outdoor dining program extended, and this extension is going to council on 9/12/20.

## **Parking Management Committee**

*Next Committee Meeting – September 14, 2020 – 9:00am*

Committee Co-Chairs: Ben Paul and Aaron Aknin

- Update on Downtown Parking Signage Program  
Basques shared that the committee is waiting for an updated from Christian Hammack with the City of Redwood City as the pilot parking program downtown should be wrapped up. A full update will be available after the next Parking Committee meeting.

**7. New Business:**

**None**

**8. President's Report**

**None**

**9. Executive Directors Report**

Buckmaster said we need to get to red!

**10. Other**

**None**

**11. Adjournment**

Meeting adjourned at 12:53pm.

**Action Taken: N/A**

**12. Next Board Meeting: October 14, 2020**

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