



Board of Directors Meeting  
Redwood City Improvement Association  
Wednesday, September 12, 2018 Noon - 1:15 pm  
Location: Redwood City-San Mateo County Chamber of Commerce  
1450 Veterans Boulevard, Suite 125, Redwood City, CA 94063

## MINUTES

**Present:** Jeff Adams, Gloria Arteaga, Chris Beth, Mike Callagy, Mark Chrzanowski, Rosanne Foust, Dani Gasparini, Don Gibson, Gary Johnson, Eric Lochtefeld, Lori Lochtefeld, Electra McBurnie, Cathy Oyster, Ben Paul, Angela Rezab, Stacey Wagner

**Other:** Courtney Rose

**Staff:** Amy Buckmaster, Maggie Fahey

**Absent:** Aaron Aknin, Stephanie Kolkka

## MINUTES

### 1. Call to Order

Meeting called to order at 12:06 p.m. by President Stacey Wagner.

**Action Taken:** N/A

### 2. Introductions

Wagner went around Board Table and Room for introductions.

**Action Taken:** N/A

### 3. Approval of June 13, 2018 Board of Directors Minutes

A. The June 13, 2018 Minutes reviewed.

**Action Taken:** Rezab moved to approve the June 13, 2018 minutes. L. Lochtefeld seconded the motion and motion was approved unanimously, with 1 abstention, Gibson, who was not present at the June 13 meeting.

### 4. Public Announcements, Public Comments

**Action Taken:** N/A

### 5. Nominating Committee Update

A. Election of Officers:

President - Don Gibson, Vice President – Lori Lochtefeld,  
Treasurer – Mark Chrzanowski, Secretary – Angela Rezab

**Action Taken:** Foust moved to approve the motion. E. Lochtefeld seconded the motion and motion was approved unanimously.

B. Election of Board of Directors:

- Aaron Aknin, Gloria Arteaga, Chris Beth, Mike Callagy, Mark Chrzanowski, Dani Gasparini, Don Gibson, Gary Johnson, Eric Lochtefeld, Lori Lochtefeld, Electra McBurnie, Cathy Oyster, Angela Rezab, Ben Paul, Maria Rutenberg, Stacey Wagner - Property Owners

Jihan Bayyan, Rosanne Foust, Lisa Soutter, Carolina Webster – Community Members

- Resignations - Jeff Adams and Stephanie Kolkka

**Action Taken:** Rezab moved to approve the motion. Callagy seconded the motion and motion was approved unanimously.

## 6. Committee Updates

### **(SOBO Committee) – Co-Chairs Eric Lochtefeld & Angela Rezab**

#### **A. Downtown Bike Mural Project**

Shall the SOBO Committee and the President of the RCIA be authorized to spend \$20,000.00 to purchase, paint, and install 5 bike rack murals in RCIA Benefit Zones 1 & 2.

**Action Taken: Foust moved to approve the motion. Callagy seconded the motion and motion was approved unanimously.**

#### **B. Redwood City Improvement Association Placemaking Branding Concept Strategy**

1. Shall the SOBO Committee and the President of the RCIA be authorized to spend up to \$45,000.00 on Placemaking Design and Production Strategy with Olive Creative Strategies, Inc.

**Action Taken: Adams moved to approve the motion. Wagner seconded the motion and motion was approved unanimously.**

2. Shall the SOBO Committee and the President of the RCIA be authorized to spend up to \$1000.00 a month or up to \$12,000.00 a per year for two monthly Newsletter Designs & Copy Writing with Olive Creative Strategies, Inc.

**Action Taken: Foust moved to approve the motion. Gibson seconded the motion and motion was approved unanimously.**

#### **C. Redwood City Improvement Association Public Art Exhibition Project**

Shall the SOBO Committee and the President of the RCIA be authorized to spend \$50,000.00 for the operation of up to 8 Installation Art Exhibits a year in Courthouse Square kiosks in partnership with Fung Collaborative.

**Action Taken: Foust moved to approve the motion. Gasparini seconded the motion and motion was approved unanimously.**

### **(District Identity and Signage Committee) - Co-Chairs Lori Lochtefeld and Don Gibson**

#### **A. PR Update from Olive PR**

Adams invited Olive PR to reach out to him when the RCIA SOBO Committees activities launch as Facebook has access to artists and exhibits if need be.

**Action Taken: N/A**

#### **B. Redwood City July 4<sup>th</sup> Celebration Float.**

Co-Chair L. Lochtefeld reported was happy to report the RCIA's float in the Redwood City Fourth of July Parade received a 1<sup>st</sup> place award. The float and its participants were also featured on the front page of the San Mateo Daily Journal.

**Action Taken: N/A**

### **(Parking Committee) – Co-Chairs Aaron Akin and Ben Paul**

**No Report**

## 7. Presidents Report

President Wagner said she has enjoyed her time serving as President these past two years and thanked the Board of Directors for all they do.

**Action Taken: N/A**

## 8. Executive Director Report

Buckmaster thanked Wagner for all she has done during her time as President of the RCIA and welcomed Gibson as the new President. She also thanked Adams for his years serving on the Board of Directors and all his great contributions to the RCIA and the community. Callagy was also acknowledged for his efforts in delaying the scaffolding at the San Mateo County History Museum until September so the Magic Lantern 3-D Show could be displayed through the end of summer for the community to enjoy.

**Action Taken: N/A**

## 9. Other

Foust congratulated Callagy on his new position as County Manager for San Mateo County. Wagner invited the Board to attend the September 19 Good Morning Redwood City-San Mateo County City Council Candidates Forum.

**Action Taken: N/A**

## 10. Adjournment

Meeting adjourned at 12:41 p.m.

**Action Taken: N/A**

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

**BROWN ACT:** *Government Code 54950 (The Brown Act) requires that a brief description of each item to be transacted or discussed be posted at least 72 hours prior to a regular meeting. The Corporation posts all Board and Committee agendas at 1450 Veterans Boulevard, Suite 125, Redwood City, CA 94063. Action may not be taken on items not identified as such and posted on the agenda. Meeting facilities may be accessible to persons with disabilities. If you require special assistance to participate in the meeting, notify Amy Buckmaster, Executive Director (650.362.5017) at least 48 hours prior to the meeting.*