



**Redwood City Improvement Association
 CBID Interim Board Meeting of Directors Meeting
 Fox Forum, 2411 Broadway,
 Wednesday, November 5th, 2014 – 12 noon**

Present: Eric Lochtefeld, Lori Lochtefeld, Kim Wilkins, Don Gibson, Chris Beth, Mitch Posta, Peter Barrone, Cathy Oyster, Bob Oyster, Janet Ng, Eileen Kong, Ben Paul, Heather Ringell, Jeff Badstubner, Stephanie Kolka, Angela Rezab, Jeff Adams, Sean Brooks

Absent: Boris Zats, Gus Anagnostou

Other: Marco Li Mandri/Interim Administrator, Amy Buckmaster/Chamber of Commerce,

MINUTES:

<i>Item</i>	<i>Discussion</i>	<i>Action taken?</i>
Introductions	Eric Lochtefeld, Interim President, called the second meeting of the Redwood City Improvement Association to order at 12 noon. Introductions were made.	No action taken
Approval of October 8th, 2014 minutes	The October 8 th RCIA meeting minutes were reviewed.	Jeff moved and Angela seconded approval of the October 8th minutes. The motion was approved unanimously
Tasks at hand update	Marco gave an update on the following issues: (Bank) We need to choose a bank to place the pending assessments in. Bob suggested San	(Bank) Bob moved that we select Chase Bank. Don



	<p>Mateo Credit Union, Stephanie suggested United American Bank. Discussion followed on which bank would be the most convenient and possibly give us additional grant funds for our future activities. In the end the consensus was to go with Chase Bank.</p> <p>(Committee Structure) Marco went over the Committee structures and Chairs that were appointed at the last meeting. Eric commented on the function of the Committees and that non-Board members are welcome to sit on those committees.</p> <p>(RFP) Marco went over the Administrative RFP content. Discussion followed. It was suggested that the RFP be lowered from \$120,000 to \$110,000. It was also suggested that the Organization Committee be the recipient Committee for all RFPs.</p>	<p>seconded the motion once we find out what Chase is willing to do to support the CBID. The motion to select Chase as the bank was approved unanimously.</p> <p>(RFP) Angela moved approval of the RFP timeline for \$110,000. Ben seconded the motion. It was approved unanimously. Jeff moved that that the Organization Committee be designated to receive the RFPs. Stephanie seconded the motion and the motion was approved unanimously.</p>
Bylaws	<p>Marco went over the wording of the bylaws that had been passed out in September. Discussion followed on various points of the bylaws.</p>	<p>Bob moved approval of the bylaws with minor revisions subject any changes submitted to Marco by Friday. Jeff seconded the motion. The motion was approved unanimously.</p>
City Contract	<p>Sean gave an update on the status of the City contract with the RCIA. The Council date for approval of the contract is December 8th. Discussion followed</p>	<p>No action taken</p>
Next Meetings:	<p>The schedule for future meetings was set as follows:</p> <p>December 10th at 12 noon at 2411 Broadway</p>	<p>The meeting adjourned at 1:30</p>

Minutes taken by Marco Li Mandri, interim staff.