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# Board of Directors Meeting

## San Francisco Bicycle Coalition

6:30pm - 8:30pm Tuesday March 24, 2020

### Videoconference

- Join Zoom Meeting: <https://zoom.us/j/480268793>
- Meeting ID: 480 268 793

### Call

- +1 669 900 6833

Contact the Board - [board@sfbike.org](mailto:board@sfbike.org)

## Mission

The San Francisco Bicycle Coalition works to transform San Francisco's streets and neighborhoods into safe, just, and livable places by promoting the bicycle for everyday transportation.

## Community Agreements

- Relationship Grace
- 10 People-10 Truths
- Inquisitiveness
- Move Forward-move Back
- Intention-impact
- Confidentiality-anonymity
- Accountability
- Meet Each Other Where We Are, Without Judgment
- Question Ideas, Not People
- Critique To Improve

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## Directors

<b>Name</b>	<b>Pronouns</b>	<b>Present</b>
Alexandra Sweet (Secretary)	she/her/hers	Y
Audrey Harris	she/her/hers	Y
Brad Williford	he/him/his	N
Constance Cavallas	she/her/hers	Y
Jean Kao (President)	she/her/hers	Y
Juli Uota	she/her/hers	Y
Kelli Shields	she/her/hers	Y
Manoj Madhavan	he/him/his	Y
Marie Jonas (Treasurer)	she/her/hers	Y
Meaghan Mitchell	she/her/hers	Y
Nic Jay Aulston	he/him/his	Y
Preston Rhea	he/him/his	Y
Sarah Bindman	she/her/hers	Y
Stephen Braitsch	he/him/his	Y
Tyler Morris	he/him/his	Y

## Staff

<b>Name</b>	<b>Pronouns</b>	<b>Present</b>
Brian Weidenmier (Executive Director)	he/him/his	Y
Rahul Young (Deputy Director)	he/him/his	Y
Kelsey Roeder	she/her/hers	Y

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## Members of the Public

Susan Mooney

Sam Elrahman

Joseph Monte

Paul Valdez

Michael Heinbach

## Agenda

### Open - *Board President*

6:30pm

Jean called the meeting to order at 6:33pm.

### Intros - *All*

6:30pm - 6:35pm (5m)

The board introduced themselves.

### Public Comment - *Guests*

6:35pm - 6:40pm (5m)

There were no public comments.

### Monthly Actions & Updates - *Executive Committee*

6:40pm - 7:30pm (50m)

#### 1. February 25 meeting minutes

- Typo: Jean ran for President, not treasurer. Alex to correct.
- The group discussed the new meeting minutes format. There was not consensus. Jean puts forth a motion to approve the meeting minutes. Alex seconds it. The motion passes unanimously. The minutes are approved.

#### 2. Board @ email summary

- *Purpose: Information*
- Summary of the emails sent to [board@sfbike.org](mailto:board@sfbike.org) since the last board meeting
  - 2 emails from former director reiterating board policies and requesting corrections to the meeting minutes

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- 2 emails (from same person) asking the organization to work with the city to have bicycle repair shops categorized as essential businesses

### **3. Executive Director report**

- *Purpose: Information*
- Updates on the Strategic Plan and work of the organization
- Brian focused on the Organization's response to Covid-19.
  - Office has been closed and all staff working from home. Pandemic and response poses challenges to our mission and objectives.
  - The organization worked with the City Attorney to clarify that bike shops/maintenance are an essential service. Credit to Kelsey for communicating to local bike shops on policy for sharing best practices.
  - We were really close to getting JFK closed. However the DPH and the team of health experts said they had concerns about car-free JFK drive encouraging people to congregate in large numbers.
  - All SFMTA Livable Streets employees are WFH. Timelines are delayed across all projects.
  - Our Bike Valet program has shut-down. Our SRTS program has shut-down. Adult Exercise Program can be online. We'll have a series of education courses offered online. Working to convert as many events as possible to online, including virtual townhalls. Bike to Work Day was scheduled for May 14th - it will be postponed until September for a make-up BTWD. Credit to Susan Gallentine who has been working tirelessly to make the change. We are delaying the roll-out of updated membership dues.
  - When we come out the other side, I want to be sure we're in a position to have an even bigger impact.
  - The directors asked Brian questions about advocacy, messaging, and next steps.

### **4. Diversity Survey report**

- *Purpose: Information*
- Rahul gave a Diversity Survey presentation on the summary of results from the board and staff diversity survey in February 2020. The board and staff are becoming more representative of City of SF residents.

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## 5. Executive Director performance review kick-off

- *Purpose: Information*
- Jean presented on the process, responsibilities, and timeline for the executive director performance review.

### 2020-2021 Budget - *Finance Committee*

7:30pm - 8:00pm (30m)

- Marie gave a presentation on the annual budget and asked the Board to approve the SFBC operating budget for April 1, 2020 - March 30, 2021
- Manoj abstained from voting for the budget. Everyone else approved of the budget.

### Committee Goals - *All*

8:00pm - 8:30pm (30m)

- Committees presented their top 2-3 goals for the year in alignment with board goals. Specific concerns and actions are listed below.
  - Audit & Endorsements
  - Board Development & Governance
    - Correction: The vacancy policy is not in the bylaws - the subcommittee should change that term in the goals
    - The committee will refine their second goal about bylaw updates.

We did not have enough time to discuss the remaining list, which will be discussed at a future meeting.

- Finance (*To be discussed at future meeting*)
- Membership & Fundraising (*To be discussed at future meeting*)
- Personnel (*To be discussed at future meeting*)
- Board Goals (*To be discussed at future meeting*)
  - Fiduciary Duties of the Board
  - Strategic Plan with emphasis on equity
  - Innovation and Problem solving to build on prior work

The Board briefly discussed Brad Williford's relocation and the Board Development & Governance Committee will put forward recommended next steps to address a possible vacancy at a future meeting.

### Close - *Board President*

Jean closed the meeting at 8:27pm.