

Board of Directors Regular Meeting

San Francisco Bicycle Coalition

6:30pm - 8:30pm Tuesday May 25, 2021

Location: Zoom

Contact the Board - 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

Directors

Name	Pronouns	Present
Constance Cavallas (Secretary)	she/her	Y
Danny Sauter	he/him	Y
Dave Alexander	he/him	Y
Jean Kao (President)	she/her	Y
Joanna Gubman	she/her	Y
Juli Uota	she/her	Y

Kat Chen	she/her	Y
Lucas Lux	he/him	Y
Manoj Madhavan	he/him	Y
Marie Jonas (Treasurer)	she/her	Y
Meaghan Mitchell	she/her	Y
Roan Kattouw	he/him	Y
Stephen Braitsch	he/him	Y
Tyler Morris	he/him	Y

Staff

Name	Pronouns	Present
Brian Wiedenmeier (Executive Director)	he/him	Y
Kelsey Roeder (Membership Director)	she/her	Y
Rahul Young (Deputy Director)	he/him	Y

Guests

Name	Pronouns	Present
Susan Mooney	she/they	Y

Agenda

Open - Board President

6:32pm

Jean Kao called to order the Annual San Francisco Bicycle Coalition Education Fund Board Meeting with a quorum present.

Annual SFBC Education Fund Board Meeting - Board

6:32pm - 6:50pm

- *Purpose: Information*
- Intros; Update on the SFBC Education Fund operations & financial performance.

Brian Wiedenmeier provided clarification on the roles of a 501(c)4 corporation versus a 501(c)3 corporation and historical context as to when and why the San Francisco Bicycle Coalition Education Fund 501(c)3 was established.

Brian also provided an update on the financial performance of the San Francisco Bicycle Coalition Education Fund highlighting the following:

- The primary revenue sources are membership dues and some contracts
- The corporation is in a healthy financial position with a 3-month operating reserve, 6-months if and when the federal PPP loan is forgiven

The meeting of the San Francisco Bicycle Coalition Education Fund was adjourned at 7:00pm.

Jean Kao called to order the Regular Meeting of the San Francisco Bicycle Coalition Board of Directors at 7:00pm with a quorum present.

Public Comment - Guests

There were no comments from the public.

Monthly Actions & Updates - Executive Committee

1. April 27 meeting minutes
 - *Purpose: Open → Narrow → Close*
 - Approve the April 27 meeting minutes for accuracy and legal responsibilities.

Roan Kattouw noted a typo in the minutes. With the correction the minutes were approved unanimously.

2. Board @ email summary
 - *Purpose: Information*
 - Summary of emails sent to board@sfbike.org
 - East Cut Landing Partners (ECLP) asking if we could be a resource in activating the former Transbay Temp Terminal
 - This email was forwarded to SFBC Community Organizer, Claire Amable
 - Real Estate spam
 - No further action was required for this email

- Member who serves on another board requesting advice on best practices for diversifying boards
 - Jean Kao connected with this individual

3. Finance

- *Purpose: Information, Close*
- Update on our financial performance.

Raul Young reviewed the April 2021 financials, highlighting the following:

- Net income was higher than budgeted due primarily to a few generous individual contributions and the unanticipated disbursement of a grant
- Valet bike parking program is operational again and it shows in the program fees
- Overall the organization maintains a healthy cash balance
- We continue to be assured that the delayed timeline for PPP loan forgiveness is not abnormal; an application for forgiveness of the second PPP loan will be submitted in the coming week

4. ED Report

- *Purpose: Information*
- Update on the Strategic Plan and work of the organization.

Brian Wiedenmeier recognized Rahul's last meeting and expressed appreciation for his partnership, commitment, and spirit of joy over his three years with the organization. Rahul expressed gratitude for his time at the organization.

Brian provided an update on the Strategic Plan and other work of the organization, noting that the updated Strategic Plan dashboard will be shared with both interim and permanent executive directors as foundation for the next strategic plan. Highlights included the following:

- Approximately 30 miles of new bike lanes implemented since 2018
- BTWD- It happened, it happened in person, looking forward to more meeting people where they are in the streets and growing our organization
- New commitments from Mayor Breed, including more miles of protected bikeways, bike parking and secure bike parking, more quick build projects
- Slow Streets program to become permanent (street by street basis, maybe not the whole network)

Committee Goals – All

Purpose: Open → Narrow → Close

- Reframe [board & committee goals](#) in regards to the transition and ED search.

Susan Mooney provided information and advice regarding leadership transition, how the roles of interim and permanent executive directors differ, and what qualities to look for in an interim executive director.

The board discussed reprioritizing previously set goals to focus on a successful leadership transition and made adjustments to committee makeup and goals accordingly.

Closed Session - All

7:55pm - 8:26pm

- IED Update
- TTF Update

The board voted unanimously to enter closed session at 7:55pm.

Close - Board President

8:26pm

The next regular meeting of the San Francisco Bicycle Coalition Board of Directors is scheduled to take place Tuesday, June 22, 6:30-8:30pm via Zoom.



Constance Cavallas, Secretary

June 22, 2021

Signature

Name + Title

Date