



Minutes of the San Francisco Bicycle Coalition Board of Directors meeting
October 23, 2018
San Francisco Bicycle Coalition Office
1720 Market Street, San Francisco CA

Directors in attendance	Adam Keats
	Amandeep Jawa
	Andy Thornley
	Jane Natoli
	Jean Kao (Treasurer)
	Jeremy Pollock
	Jiro Yamamoto
	Lindy Kae Patterson
	Marie Jonas
	Mary Kay Chin (Secretary)
	Nic Jay Aulston (President)
	Rocky Beach
	Shirley Johnson
Directors absent	Robin Abad Ocubillo
Staff	Brian Wiedenmeier
	Rahul Young
	Janice Li
	Charles Deffarges
	Miles Stepto
Guests in attendance	Catherine Orland (member)
	Lauren Sailor(member)
	Cain Ramirez (member)
	Roan Kattou (member)
	Alex Sweet (member)
	Preston Rhea (member)
	Pamela Ocampo (member)
	Jason Kruta (member)
	Brad Williford (member)
	Jessica Jenkins (member)
	Nathan Barker (member)
	Tyler Morris (member)
	Sarah Bindman (member)
	Kelli Shields (member)
	Scott Yarbrough (member)
	Taylor Ahlgren (member)
	Cliff Bargar (member)
Start	The meeting was convened with quorum at 6:31pm.



Agenda Item	Purpose	Presenter
1 <i>Consent Calendar</i> Motion to approve August 28, 2018 minutes. Shirley amended to remove her name from list of directors present for the meeting. Andy moved. Jane seconded. Approve: Adam, Deep, Andy, Jane, Jean, Jeremy, Jiro, Lindy Kae, Marie, Mary Kay, Nic Jay, Rocky Abstain: Shirley Motion passed. Motion to approve September 18, 2018 minutes. Andy moved. Adam seconded. Approve: Adam, Deep, Andy, Jeremy, Jiro, Lindy Kae, Mary Kay, Nic Jay, Rocky, Shirley. Abstain: Marie, Jane, Jean. Motion passed. Motion to approve September 25, 2018 minutes. Andy moved. Jean seconded. All in favor. Motion passed.	Action	
2 Old Business	Information	Nic Jay Aulston
Andy will connect with Robin, who is out of the country for the moment, to centralize all action items. Jeremy volunteered to track action items.		
3 Executive Committee Report	Information	Nic Jay Aulston, Jean Kao, Mary Kay Chin
As of October 16, 2018 Chema Hernandez Gil officially stepped down from the board of directors. The Executive Committee would like to acknowledge Chema's contribution to the board and the organization, thanking him for his passionate service. We wish him the best in his next chapter. Jean has been working with legal council to develop a whistleblower policy for the board and the organization to adopt by the end of this current term. Jean will present the final draft once complete. Mary Kay reported the Stewardship Team had met and is developing a list of individuals to interview that are connected to the organization. Suggestions are welcomed and should be sent directly to Mary Kay.		
4 Executive Director's Report	Information	Brian Wiedenmeier
[Appendix A] <ul style="list-style-type: none"> • The first year report card from 2018-2022 Strategic plan is being wrapped up and will be presented soon. • At the SFMTA board meeting last week, protected bike lane on Howard between 6th – 11th and on Folsom were approved. Some members who were able to sit through the 8-hour meeting to make public comment. • Protected bike lane on 6th & Taylor, with support from Mayor Breed, Jane Kim and Christine Johnson. • New waterfront two-way protected bike lane plan has been reveled with a showcase on 10/24. Members will be asked to show up and speak out for safety during all phases. • On 11/19 the two-way pedestrian, bike path on the Bay Bridge will be shared. More studies are to come, 		



but a major milestone has been reached.

- Staff is tracking the changes on Valencia Street to ensure the Mayor's directive moves into construction stage in the next couple of months. We anticipate more outreach will be needed, especially since a number of stakeholders are not particularly happy. Construction should be completed in four months or so, shooting for the end of January.
- Jane Kim is supporting the "Better Streets Ordinance" which would remove parking requirements for all new building. If passed San Francisco would be the biggest city in North America to no longer have this as a requirement.
- Staff is moving ahead with Bike the Vote efforts. We've held events for both endorsed candidates and propositions. The election is fast approaching. Check the Chain of Events for upcoming events to encourage voting.
- Entering into week two of legal scooter share pilot. Complaints are down and we are receiving calls from other locations asking how we are handling it.
- Recently held organizer training for members to learn how to become advocates. About 20 members attended the daylong event. More trainings are planned for the future.
- In partnership with St. Peter's Church, Y Bike and our education & advocacy team, we distributed lights and locks to young people. The event hosted in Spanish "Intro to Biking" and Freedom from Training Wheels. Very well attended and we are planning more.
- Please purchase your tickets for Winterfest, which is on 12/2. Discount codes are available.

5	General Public Comment	Information	Guests
<p>Kelli Shields – urges the board to fill the vacancy with the next highest vote getter, Preston Rhea.</p> <p>Preston Rhea – is ready to fill the vacancy and is committed to helping the end-of-year appeal.</p> <p>Jason Kruta – supports Preston as the next highest vote getter to fill the vacancy on the board.</p> <p>Lauren Sailor – supports appointing the next highest vote getter into the vacancy.</p> <p>Scott Yarbrough – thanks the previous board for electing to use RCV as a voting method and supports using that as a guide to appoint the next highest vote getter to the vacancy.</p> <p>Catherine Orland – she is the District 6 Commissioner for the San Francisco Bicycle Advisory Committee and would like to request the board's endorsement on a resolution regarding Valencia Street shopping zones. So far SF Youth Commission, Walk SF and Bici del Pueblo are a few organizations that have also endorsed this resolution.</p> <p>Adam moved to add five minutes to the agenda to discuss Catherine Orland's request. Shirley seconded. The board discussed whether this should be done.</p> <p>Shirley made a new motion to form an ad hoc committee to review Catherine Orland's request. Adam seconded. Approve: Shirley, Adam, Jeremy, Lindy Kae, Jiro, Jean, Mary Kay, Nic Jay, Jane Oppose: Andy, Rocky Abstain: Deep, Marie</p> <p>Shirley agreed to lead the ad hoc committee, members will consist of the ad hoc policy committee and any other director who would like to join., and a response will be provided to Catherine's request by 11/17.</p>			
6	Committee Reports	Action	Shirley Johnson & Jane Natoli



Director Elections

- Timeline
 - We've extended the deadline to 10/26 for candidates to submit their application for board recommendation. Board development will schedule and conduct interviews before sending recommendations to the full board. All interviews will be conducted by 12/19. Jeremy will recuse himself as chair and Robin will take over. Robin and Brian will work together to announce the election and record date.
 - A special board meeting will be held on 1/3 to review recommendations.
 - Candidates have until 1/9 to make the final commitment to run and for members to have valid membership to vote.
 - 1/23 is our member meeting and candidate forum.
 - 2/23 will be the new board member orientation and board retreat.
 - 2/26 will be the first full board meeting with the newly elected directors.

Director Elections & Board Development

Shirley presented the joint report from Director Elections and Board Development regarding the vacancy on the board [Appendix B].

The board discussed pros and cons of filing the vacancy for the remaining four months of the term.

Motion to fill the vacant seat for the remainder of the term. Shirley moved. Jeremy seconded.

Approve: Adam, Shirley, Jiro, Jeremy, Nic Jay

Oppose: Marie, Lindy Kae, Deep, Rocky, Andy, Jane, Jean

Abstain: Mary Kay

Motion failed.

Motion to write a blog post addressing the vacancy. Deep moved. Jane seconded. Deep amended to review draft with Board Development and Director Elections committees.

Approve: Andy, Shirley, Jiro, Jeremy, Nic Jay, Lindy Kae, Marie, Deep, Rocky, Jane, Mary Kay, Jean

Oppose: Adam

Motion passed.

6	New Business	Information	Action Item Tracker
	<ul style="list-style-type: none"> • Ad hoc committee to review Valencia Shopping District issue with 11/7 goal to respond to Catherine • Submit information to staff to post election date in Tube Times • Deep to draft first draft of blog post regarding board vacancy • Governance Committee has a scheduled meeting for 11/16 • Marie posted a calendar into the board meeting folder, please review and add • Winterfest is 12/2 2pm-6pm at the County Fair building in Golden Gate Park. Purchase your tickets at sfbike.org/Winterfest 		
6	Closed Session	Information & Action	Nic Jay Aulston
	<p>Motion to move into closed session. Nic Jay moved. Jane seconded.</p> <p>All in favor.</p>		



Motion passed.

The board discussed and approved the annual performance review of the executive director and discussed board dynamics.

6 Adjourn

Action

Nic Jay Aulston

Motion to adjourn the October 23, 2018 SF Bicycle Coalition Board meeting. Andy moved. Jean seconded. Meeting adjourned at 9:35pm.

List of Appendices

- | | |
|---|--|
| A | Strategic Plan 2018-2022 Dashboard Oct 2018 |
| B | Director Elections and Board Development Committee Report to the SF Bicycle Coalition Board of Directors |

Signature

Mary Kay Chin, Secretary

A handwritten signature in black ink, appearing to read "Mary Kay Chin", written over a horizontal line.



1.5 Ensure bike access and capacity on bridges and local and regional transit.			
	<i>Funding for Bay Bridge Western Span</i>	<i>People arriving to Caltrain & BART by bike</i>	
Goal	Yes	50%	
Actual	No	0%	
1.6 Make bike parking secure and plentiful.			
	<i>Additional bike racks/corral installed</i>	<i>Valet bikes parked</i>	<i>Increase number of attended/secure parking facilities</i>
Goal	3000	75000	300%
Actual	0	11757	0%
1.7 Decrease bicycle theft.			
	<i>Establish bike theft unit</i>	<i>Decrease in bike theft</i>	<i>Increase in bike registration</i>
Goal	Yes	50%	50%
Actual	No	0%	0%

San Francisco Bicycle Coalition			
Strategic Plan 2018-2022			
GOAL II: Build public support and political power to win affordable and sustainable transportation for all San Franciscans.			
Objectives			
2.1 Secure significant, new funding sources for bicycle infrastructure by winning local and regional funding measures.			
	<i>Win all endorsed revenue measures</i>	<i>New revenue allocated to bike & ped projects</i>	
Goal	Yes	10%	
Actual	No	0%	
2.2 Ensure new and emerging mobility technologies and services, especially transportation network companies (TNCs) and delivery services, are safe and complement bicycling.			
	<i>Enact Policies</i>		
Goal	Yes		
Actual	No		
2.3 Elect powerful champions for bicycling as mayor of San Francisco, in key supervisorial districts, and to other important offices citywide.			
	<i>All endorsed candidates elected</i>		
Goal	Yes		
Actual	No		



San Francisco Bicycle Coalition				
Strategic Plan 2018-2022				
GOAL III: Grow, engage, and empower our membership to strengthen our organization and deepen community support for bicycling.				
Objectives				
3.1 Increase the number of members through grassroots organizing and strategic coalition building.				
	<i>Number of members</i>	<i>Annual list growth</i>	<i>Increase in business members</i>	
Goal	12000	5%	50%	
Actual	9388	1%	0%	
3.2 Build an organization whose members, board, and staff reflect San Francisco's demographics.				
	<i>Annual demographic report</i>			
Goal	Yes			
Actual	No			
3.3 Engage members and individuals to power our advocacy and increase our effectiveness.				
	<i>Annual volunteer hours</i>	<i>Members trained</i>	<i>Member engagement at each level</i>	
Goal	10000	250	10%	
Actual	6976	91	0%	

San Francisco Bicycle Coalition				
Strategic Plan 2018-2022				
GOAL IV: Introduce San Franciscans of all ages, identities, and backgrounds to the joy of bicycling and encourage more San Franciscans to bicycle more often.				
Objectives				
4.1 Reach thousands of people through bicycle education and school safety programming, emphasizing rules of the road.				
	<i>Adults reached</i>	<i>Young people, parents and caregivers reached</i>	<i>Increase in biking to school</i>	
Goal	50000	30000	25%	
Actual	20149	10033	0	
4.2 Support bicycling for everyday transportation among communities that experience barriers to riding.				
	<i>Bikes distributed</i>	<i>Increase in women, trans femme ridership</i>	<i>Advocate for expansion of accessible & affordable bike share</i>	<i>One annual event in each district</i>
Goal	1000	50%	Yes	Yes
Actual	376	0	No	No
4.3 Educate all road users how to share the road safely and respectfully.				
	<i>SFPD Focus on the Five goal met</i>	<i>Accountable traffic enforcement advocacy</i>	<i>Professional drivers trained</i>	<i>Ticket diversion program established</i>
Goal	Yes	Yes	2500	Yes
Actual	No	No	80	No

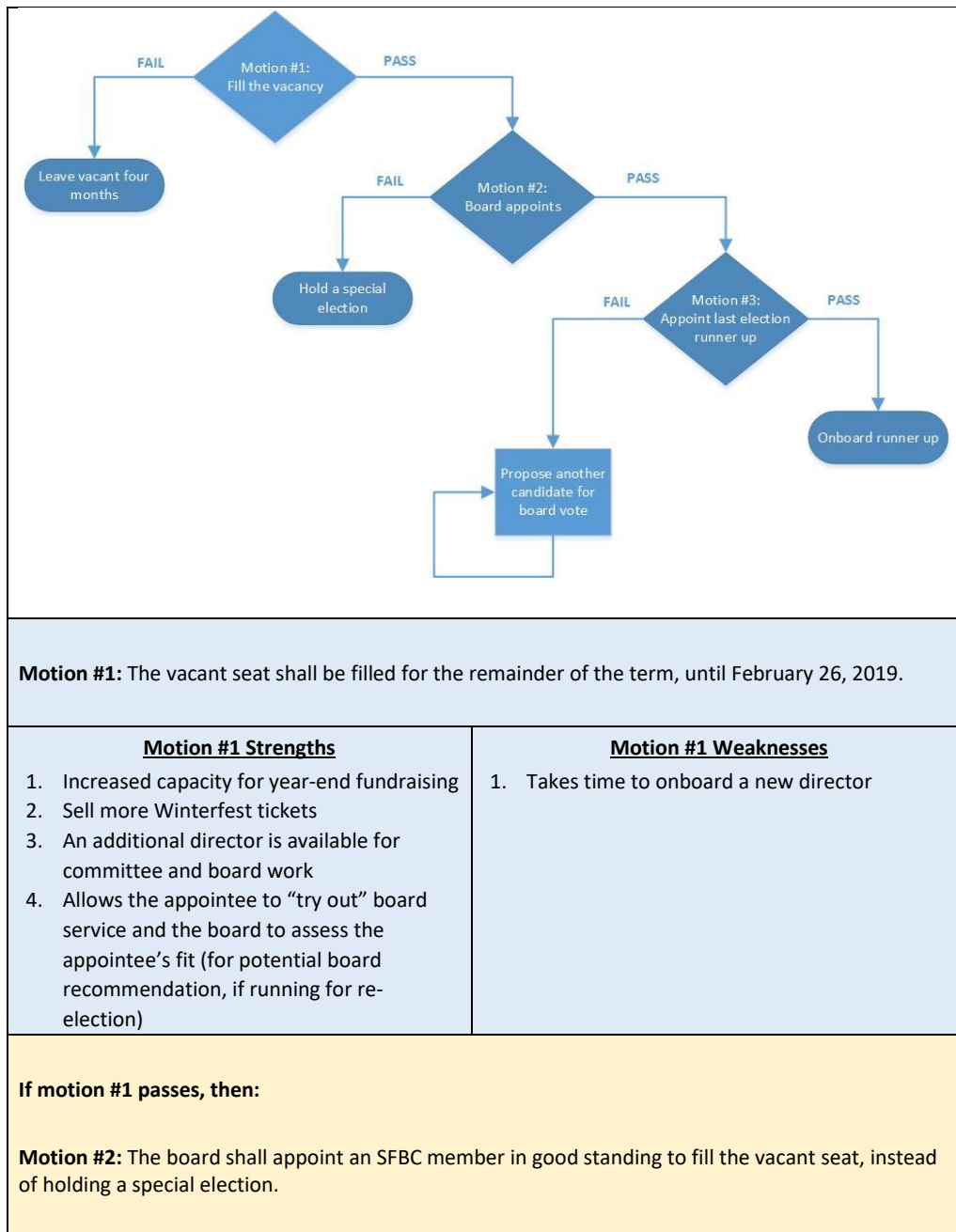


Appendix B: Director Elections and Board Development Committee Report



Committee Report to the San Francisco Bicycle Coalition Board of Directors

Committee Names	Director Elections and Board Development		
Date of Committee Meeting	Email	Date of Board Meeting	10/23/2018
Requested Board Action	Decide what to do about the vacant seat on the board		
Committee Recommendation(s)			
Proposed Action: Vote on motion 1, and if triggered, motions 2 and 3.			
Conversation Highlights			
<p>Chema Hernández Gil has resigned his seat on the board. He served on the fundraising, membership, and political endorsements committees. Chema’s term would have ended on February 26, 2019.</p> <p>Board activities during the four-month period from now to February 26, 2019 include:</p> <ol style="list-style-type: none">1. Year-end fundraising including writing cards, email follow-up, phone follow-up2. Raising money through sale of Winterfest tickets3. Interviewing and endorsing board candidates (led by the board development committee)4. Preparing board orientation and board retreat (led by the board development committee)5. Reviewing the draft 2019 fiscal year budget (led by the finance committee)6. Developing a leadership agenda/goals for the executive director (led by the personnel committee)7. Participation in board meetings8. Participation in committee meetings <p>A new director would not be permitted to help with number 3, if they are running for the board.</p> <p>Our bylaws allow for three options:</p> <ol style="list-style-type: none">1. Leave the seat vacant2. Hold a special election for a member vote to elect a replacement3. The board appoints a replacement <p>The Director Elections and Board Development Committees have created a decision tree with a series of motions for the board to consider. The decision tree is shown pictorially below, followed by text of each motion along with its strengths and weaknesses.</p>			





<p><u>Motion #2 Strengths</u></p> <ol style="list-style-type: none"> 1. Saves staff time (no need to administer a special election) 2. Fills the vacancy now instead of in a couple months 	<p><u>Motion #2 Weaknesses</u></p>
<p>If motion #2 passes, then:</p> <p>Motion #3: The board appoints the runner up from the last board election, Preston Rhea. The appointment will begin at the end of the October 23, 2018 board meeting.</p>	
<p><u>Motion #3 Strengths</u></p> <ol style="list-style-type: none"> 1. Follows the democratic process and the will of the members 2. Is likely to be viewed as a favorable approach by members 	<p><u>Motion #3 Weaknesses</u></p> <ol style="list-style-type: none"> 1. This individual might not fill a currently needed skill set on the board
<p>If motion #3 passes, then:</p> <p>Ask for a seasoned director to volunteer as a “board buddy” for the new director.</p>	
<p>Other Important or relevant consideration, commentary, background, etc</p>	
<p>Onboarding recommendation</p> <ul style="list-style-type: none"> • Point out the Board Orientation 2018 folder on Dropbox for the new director to read • A “board buddy” meets with the new director and is available for support as necessary <p>Bylaws excerpt related to vacancies Article V, Section 6 Vacancies. A vacancy shall be deemed to exist on the Board in the event that the actual number of directors is less than the authorized number for any reason. Vacancies may be filled by the remaining directors (unless the vacancy was created by removal of a director by the members) or by the members, for the unexpired portion of the term, provided that the Board may not fill more than three such vacancies in any calendar year. In the event that there shall be more than three vacancies created during a year, the remaining directors shall decide whether to leave the position vacant until the next annual election, or whether to call a special election to fill the vacancies.</p>	

**Runner up from the last board election**

[Election results can be found here](#). Preston Rhea is the runner up. [Read his candidate questionnaire](#).

He listed his skill sets as:

- Governance duties
- Organizational/nonprofit management experience
- Personnel management skills
- Relevant connection to / representation of diverse communities

Preston Rhea has confirmed he is willing to serve, at the pleasure of the board.

Committee Chairs

Shirley Johnson (Director Elections), Jeremy Pollock
(Board Development)