Board of Directors Meeting

San Francisco Bicycle Coalition

6:30pm - 8:30pm Tuesday May 24, 2022

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

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<tr>
<th>Name</th>
<th>Pronouns</th>
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<tbody>
<tr>
<td>Allison Arieff</td>
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<tr>
<td>Danny Sauter</td>
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<td>Dave Alexander</td>
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<td>Jason Ford</td>
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<tr>
<td>Jean Kao</td>
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<td>Joanna Gubman</td>
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<td>Juli Uota</td>
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<tr>
<td>Kat Chen</td>
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<tr>
<td>Keren Wiener</td>
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<tr>
<td>Lucas Lux (Treasurer)</td>
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<td>Lisa Ratner</td>
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<tr>
<td>Marie Jonas (President)</td>
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<td>Meaghan Mitchell</td>
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<td>Roan Kattouw</td>
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<td>Sarah Barnes (Secretary)</td>
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### Staff

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<td>Janelle Wong (Executive Director)</td>
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<td>Christopher White (Deputy Director)</td>
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### Guests

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Agenda

Open - Board President
6:30pm

Intros - All
6:30pm - 6:40pm (10m)

Public Comment - Guests
6:40pm - 6:45pm (5m)

Community Agreements - All
6:45 pm - 7:00 pm (15m)
  - Purpose: Activity
  - Small group activity, review, reflect and discuss community agreements.

Discussion of what our community agreements are, and why we have them.

Monthly Actions & Updates - Executive Committee
7:00 pm - 7:50 pm (40m)

1. April meeting minutes (5m)
   - Purpose: Open → Narrow → Close
   - Approve the April meeting minutes.

   **Vote:** Unanimous approval of April meeting meetings.

2. Board @ email summary (5m)
   - Purpose: Information
   - Summary of emails sent to board@sfbike.org

   **One email:** From former Board member Constance celebrating Janelle's hire.

3. Finance report (5m)
   - Purpose: Information
   - Update on our financial performance and forecasting.

   **Updates:** Janelle presents April budget. We are behind budget this month. We had less activities this month, and some funding is off due to timing (e.g. when known funds will
arrive). Events are coming back, and we hope this will help also bring additional budget in. Optimistic about how the budget will round out in May.

4. ED Report (25 m)
   ○ Purpose: Information
   ○ Update on the Strategic Plan and work of the organization.

Updates: Chris White presents on advocacy and marketing / communications. Janelle presents on ED priorities, development, and operations.

- **Executive Director Update**
  - Janelle has continued with onboarding.
  - Hiring
    - We still don’t have a Director of Development, and so we are considering new approaches to get this role staffed.
    - Eliana was promoted to Director of Programming.
    - Rachel will become FTE as west-side community organizer.
    - Adrian joined the team FTE.
  - Membership and Development
    - Hiring is slow, but we think things have gone relatively well
    - BTWD externally was very successful, and we are still waiting for final numbers to tally.
    - Internally the team felt good about how the program went, both Ivonne and Chris did phenomenal work and were recognized for the quality of their work
    - Golden Wheel: Date set and location confirmed, including outdoor space
      - Sponsorship emails will begin June 1st.
      - Board should begin reaching out to companies and contacts to do outreach.

- **Programming Update**
  - Programs
    - Doubled number of classes for bike education classes for this year
    - Plan for Eliana to present during the June board meeting
    - Education classes through BayWheels and Spin are taking place
    - Continued talks with groups to create driver training for automotive tech companies
    - Biking with Children is coming back soon
    - Family biking workshop grants have been extended
■ Bike valet parking program is booming, and we are seeing a ton of pick-up on this
■ Bike It Forward is going well. Alex is going great work, developing some great partnerships
  ○ Marketing / Communications
    ■ Nairi was promoted to a manager level in April
    ■ Lots of BTWD content coming through
  ○ Advocacy
    ■ Chris is continuing onboarding.
    ■ Justin has started on as Director of Advocacy
    ■ Claire has transitioned to a new role as Movement Building Manager, helping to create coalition across the City
  ▪ Campaigns:
    ● Bayshore Quick Build is coming down the line.
    ● Valencia Street bike lane is coming up, we want to get ahead of outreach with underserved communities
  ■ Justin and Claire are considering how to approach recent traffic fatalities
  ● Operations Update
    ○ Staff will return to office as of June 1st, using a hybrid office model
      ■ Teams will choose working models that are best for them
    ○ The organization will be ending the technology stipend, and replacing it with commuter benefits

Theory of Change - TOC Ad-Hoc Committee
7:40 pm - 8:00 pm (20 m)
  ○ Purpose: Information
  ○ Update on Theory of Change Work, discussion of overview.

Updates: Jean notes we have a candidate organization and plan to introduce them to staff soon. Large update moved to the next meeting due to time constraints.

Board Updates - Social
8:00 pm - 8:05 pm (5 m)

Updates: Sarah provides an update to the board to offer a parental gift to Kelsey. Joanna shares a reminder about the Board / Staff picnic in June.

Vote: Lucas moves that we go into a closed session, Jean seconds. Board approves transition to closed session.

Closed Session - All
8:10pm - 8:30pm (20 m)
  - Confidential presentation

Close - Board President
8:30pm

The next regular meeting of the San Francisco Bicycle Coalition Board of Directors is scheduled to take place Tuesday, June 28th, 6:30-8:30pm via Zoom.

Signature

Sarah Barnes, Secretary

Name, Title

May 24th, 2022

Date