
Board of Directors Meeting

San Francisco Bicycle Coalition

6:30pm - 8:30pm Tuesday September 27, 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

Name	Pronouns	Present
Christy Osorio	she/her	y
Danny Sauter	he/him	y
Dave Alexander	he/him	y
Jason Ford	he/him	y
Jean Kao	she/her	y
Joanna Gubman	she/her	y
Juli Uota	she/her	y*
Kat Chen	she/her	y
Karen Wiener	she/her	n
Lucas Lux (Treasurer)	he/him	y
Lisa Ratner	she/her	y
Marie Jonas (President)	she/her	y
Meaghan Mitchell	she/her	y
Roan Kattouw	he/him	y
Sarah Barnes (Secretary)	she/her	y

* Juli Uota only joined to participate in Endorsements.

Staff

Name	Pronouns	Present
Janelle Wong (Executive Director)	she/her	y
Christopher White (Deputy Director)	he/him	y

Agenda

Open - Board President

6:30pm

Intros - All

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

Public Comment - Guests

6:40 pm - 6:55 pm (15m)

No public comment.

Monthly Actions & Updates - Executive Committee

6:55 pm - 7:25 pm (30 m)

1. Prior meeting minutes
 - *Purpose: Open → Narrow → Close*
 - Approve the prior meeting minutes.

Approvals: Unanimous approval of meeting minutes. Dave, Lucas, and Christy abstain due to being absent from the August Board meeting.

2. Board @ email summary
 - *Purpose: Information*
 - Summary of emails sent to board@sfbike.org

Update: Sarah gives an update about emails received this month. Most emails focus on endorsements, and one email shared concerns about SFBC's stance on police involvement in bicycle theft.

3. Board Appointment
 - *Purpose: Information and Action*
 - Welcoming new Board member, appointment to Education Fund Board

Approvals: Unanimous approval of Christy Osorio's appointment to the Board, via an email vote. Christy is appointed to both the C3 and C4 through the Nominating Committee (Jean and Joanna). Christy will become a member of the Membership and Fundraising subcommittee.

4. Finance report (10 m)
 - *Purpose: Information*
 - Update on our financial performance and forecasting.

Update: Janelle is late on the financial output, as our finance manager has left the organization. Due to other constraints, Janelle was not able to complete this report this month. Janelle is looking to outsource audit and finance to a company that would make sure these ongoing services continue despite job vacancies. Janelle is scoping a

company to oversee this work, and it is important in managing risk for the organization. She will share a report later this month with the Board.

We are just under two months operating expenses. We are still managing, and we expect major donor money to land in November. Winterfest will be incredibly important for staff and the Board to start selling sponsorship, sell tickets, and promote membership. We will try to activate some of the Promenade during the event. For Winterfest we are aiming to raise \$150K.

We are still continuing to work hard in terms of raising money. Two things will happen:

- Board will have direct fundraising pages for Year End Appeal (through a salesforce integration)
- Recommendation to use Windfall Application to identify new donors. This can help us do more targeted donor asks. Joanna recommends using ZoomInfo as well.

Our member survey showed that household salaries for members are between \$100-150K. This presents an opportunity to ask for members to donate in a more sustainable fundraising model.

Roan asks about how we renew members and donors. Janelle notes that membership renewals are a well-oiled machine. We need to create a similar model for donor solicitation. Some software will help us bucket people and their capacity to give.

Janelle is starting a development manual about planning house parties. From the September house party, we were able to raise \$3,000. One major donor also attended, who we believe could deliver a significant donation soon.

5. ED Report (15 m)

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

Team: Team morale is a bit low, our staff is committed to the work but we are trying to find more constructive ways to interact with the membership.

Advocacy: Slow Streets work is about supporting safer streets alongside what the community wants. The People's Slow Street Toolkit has multiple varieties of infrastructure proposals. The toolkit aims to put the community wants and needs first, building a coalition, and focusing on an equitable approach. We are hopeful the SFMTA will take on some of our recommendations. This work is about being better advocates and more informed advocates about what we're doing in specific communities—from the Bayview to the Sunset.

6. November Board Meeting

Update: Marie suggests we move November's meeting to give more space around Thanksgiving. Board approves this change.

Theory of Change Status Update - Board

7:25 pm - 7:45 pm (20 m)

- *Purpose: Information*
- Update on Theory of Change work and funding strategies
 - Need Board support for funding by Nov / Dec to get started with work.
 - Sarah and Chris W will start looking for grants this month to help support this work.
 - Lisa asks if we can hire staff to do the research? Marie notes that this work is valuable to have an outsider's perspective, and that this work would be much more expensive if hired internally.
 - Chris W notes that variables for cost depend on how many people can be interviewed
 - Work can start as early as November, and we can push back as needed.
 - Substantial work can be funded through grants
 - Jason recommends we host a ToC fundraising webinar with Sayra.
- Discuss board committee composition and priorities.

Marie moves to close the open session.

Closed Session - Board

7:45 pm - 8:30 pm (45 m)

- *Purpose: November Endorsements, internal updates*

Board votes on upcoming election endorsements. The following endorsements are made:

- District Supervisors:
 - District 2: Catherine Stefani
 - District 4: Gordon Mar
 - District 6: #1 Honey Mahogany; #2 Matt Dorsey
 - District 8: Rafael Mandelman
 - District 10: No Endorsement
- District Attorney:
 - No Endorsement
- BART Board
 - Janice Li

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- State Assembly
 - District 17: Matt Haney
 - District 19: Phil Ting
 - Propositions
 - No on San Francisco Proposition I
 - Yes on San Francisco Proposition J
 - Yes on San Francisco Proposition L
 - Yes on San Francisco Proposition N

Close - *Board President*

8:30pm



Signature

Sarah Barnes, Secretary

Name, Title

October 25th, 2022

Date