
Board of Directors Meeting

San Francisco Bicycle Coalition

6:30pm - 8:30pm Tuesday October 25, 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	y
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

Staff

Name	Pronouns	Present
Janelle Wong (Executive Director)	she/her	y
Christopher White (Deputy Dir)	he/him	y
Kelsey Roeder (Dir of People & Culture)	she/her	y
Eliana Marcus-Tyler (Programs Manager)	she/her	y
Chester Hartsough (Bike Ed Program Assistant)	he/him	y



Dave Gajer (Youth & Family Programs Coordinator)	he/him	y
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Public

Name	Pronouns	Present
Caroline Eyres	she/her	y

Agenda

Open - Board President

6:30pm

Intros - All

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

Public Comment - Guests

6:40 pm - 6:45 pm (5m) Liked what you guys are doing “yay”!

Monthly Actions & Updates - Executive Committee

6:45 pm - 7:30 pm (45m)

1. Prior meeting minutes
 - *Purpose: Open → Narrow → Close*
 - Board unanimously approved the prior meeting minutes pending changes discussed. Juli and Karen abstained due to absence from September’s meeting.
 - Sarah to correct minutes to show Christy is appointed to C4 via the Board email vote, and appointed to the C3 via our Nominating Committee (Jean, and Joanna),
2. Board @ email summary
 - *Purpose: Information*
 - Summary of emails sent to board@sfbike.org
 - We received three emails in total — one regarding a store order, one offer for services, and finally one inviting us to the D10 Pride ride.
3. Board Election Update
 - *Purpose: Information*
 - Update on timeline for Board elections
 - Updated Candidate handbook available. Election timeline will be similar to last year, with votes scheduled for January. Candidate statements to members date will be different due to the new Biker Bulletin schedule. February 21st will be the first meeting with the new board. Annual member meeting (AGM) will occur per normal timeline in mid-January 2023.
4. Finance report (10 m)
 - *Purpose: Information*
 - Update on our financial performance and forecasting.
 - Membership dues are down overall, although we did have some foundation grants come in. We are on budget or ahead of budget for individual contributions. The Active Communities Plan (with SFMTA) contract is behind because the program

started late. We will be able to bill them soon. We have a tight-belt on expenses. While we are still behind on budget, we have asked major donations for more funding. We are optimistic that the End of Year Appeal will be successful.

- Lucas asks about Winterfest sponsorship. Janelle shares this isn't going great (challenging time for a lot of nonprofits raising funds in this way). We are focusing on ticket sales. Lots of businesses want to give in-kind donations.
- Danny asks about business memberships. Janelle notes that business membership is a gap. Had a good program with REI and the Parks Alliance, and we should be looking for mission alignment with companies that want to sponsor memberships that we can give away to the community.
- Lisa asks about hiring for the Development Director. She asks if we should increase the salary range for this role. Janelle notes that we do not have any additional budget for this role. We have a candidate under consideration now.

5. ED Report (25 m)

- *Purpose: Information*
- Update on the Strategic Plan and work of the organization.
- Membership and Fundraising: Winterfest is actively selling tickets, there will be dancing, and giveaways this year. Year End Appeal can use new tools for better targeted asks from our community. Board members will have peer-to-peer pages for fundraising that will be ready soon. Staff are going to the M/F committee next week; pages should go live November 17th.
- Ops/Finance: Draft financials in. Audit committee should get it this week. Should be done before tax filing,
- Advocacy: Building capacity with a full team. People's Slow Streets Collaborative Task Force is creating a permanent program, and have sent a report to SFMTA pushing for amendments including a focus on equity and expansion of the program. We put emphasis on making the program work for communities with high injury corridors which overlap with BIPOC communities where the traditional "Slow Streets" model wasn't as successful.
- Programs: Note that the demographics on people who use our programs include mostly women and BIPOC, with an emphasis on neighborhoods outside of the current membership base. Programmatic work is about social advocacy and change.

Programs Overview - Staff

7:30 pm - 8:00 pm (20 m)

- *Purpose: Information*
- Overview of organization's programmatic work.
- Slide deck presentation from the Programs team
 - **Adult Ed: (Chester)** We have hosted 50 classes with 800 adults this year. Over half of classes are multilingual. Mostly free & open to the public with all ages/experiences. Mostly funded through SFMTA or other grants. Classes vary from outside, inside, Zoom.
 - **Professional Driver Training:** Contracts with agencies & private companies to do driver training, outreach to patrons, etc
 - **Bike it Forward:** Program where volunteers repair and redistribute bikes to folks who wouldn't otherwise have access, using both an individual model (application) but mostly a CBO model (BayView, Mission, Excelsior, and VisValley).
 - **Valet:** SF Admin Code that requires bike parking for large events. Staff includes PT and volunteers. Over 10,500 bikes parked this year via Valet! This program is a significant revenue source. Staff note that volunteer support is really needed for this program.
 - **Youth & Family Ed: (Dave)** Showcase SFTS, MTC-Spare the Air Youth, and youth & family biking programs. SFTS is a national program. Walk & Roll to School in Oct and Bike & Roll to School Week in April are the two big activities. Transit Day in September is also a big day, geared towards the high school population. Deep Dive Programs in individual schools (based on equity & high injury networks) focused much on high school. MTC-STAY features four annual family bike fairs and we manage regional wide programs. New Monroe Practice Days focus on adults learning to ride, then the second class provides a bike — collaboration of multiple programs to provide holistic service in Excelsior.
 - **Board members** Can 1) volunteer, 2) share info w/ potential donors, and 3) spread the word!!! New website has landing pages for programs that are great resources.

Winterfest and YEA - Board and Staff

8:00 pm - 8:20 pm (20 m)

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- *Purpose: Information and discussion*
 - Updates on Winterfest event and fundraising
 - Creative ideas around making events to do fundraising.
 - Training and discussion around Year End Appeal
 - Will go first to M/F committee that will disseminate to full board

Closed Session

8:20 pm - 8:30 pm (10 m)

Board moves to closed session at 8:22p.

Close - *Board President*

8:30pm



Signature

Sarah Barnes, Secretary

Name, Title

November 15, 2022

Date