
Board of Directors Meeting

San Francisco Bicycle Coalition

6:00 pm - 8:00 pm Tuesday, May 23, 2023 (*note new start time*)

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.

Directors

Name	Pronouns	Present
Christy Osorio	she/her	Y
Ernesto Cuellar	he/him	Y
Jean Kao	she/her	N
Joanna Gubman	she/her	Y
Juli Uota	she/her	Y
Lisa Ratner	she/her	Y
Marie Jonas (President)	she/her	Y
Meaghan Mitchell	she/her	Y
Raynell Cooper	he/him	Y
Roan Kattouw (Treasurer)	he/him	Y
Sarah Barnes (Secretary)	she/her	Y
Victoria Norman	she/her	Y

Staff

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

Guests

Name	Pronouns	Present
Carmen Kuan	she/her	Y

Agenda

Intros - All

6:00pm - 6:10pm (10m)

Public Comment - Guests

6:10pm - 6:15pm (5m)

Carmen shares that she's an interested member of the public.

Monthly Actions & Updates - Executive Committee

6:15pm - 6:45pm (30m)

1. Prior meeting minutes
 - *Purpose: Open → Narrow → Close*
 - Approve the prior meeting minutes.
 - April's meeting minutes are unanimously approved.
2. Board @ email summary
 - *Purpose: Information*
 - Summary of emails sent to board@sfbike.org
 - The Board received one email last month from a former board member asking what SF Bike can do to improve the experience of biking on Market Street as it undergoes construction.

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- Janelle responded with information about the conversations SF Bike is having with SFMTA about this very issue.
3. Volunteer Opportunities (Membership and Fundraising Committee)
- *Purpose: Information*
 - Overview of Board volunteer opportunities/call to action
 - Chris White is working on a volunteer opportunity plan, and will send it out soon to the Board.
4. ED Report (10m)
- *Purpose: Information*
 - Update on the Strategic Plan and work of the organization.
 - **Update:** Janelle discusses her ED report with the Board.
 - BTWD: Bike to Wherever Day was amazing! Ashley had just stepped into the Membership and Volunteer Coordinator role and handled the pressure with grace and competence.
 - Advocacy: Construction is happening on Valencia, and is expected to finish at the end of June. The 12-month pilot period will start once construction is complete.
 - SRTS approval: The Safe Routes to Schools contract was approved by the SFMTA Board on May 16th. SF Bike will be moving ahead with hiring for this role.
 - Hiring: We have a posting for Director of Community Programs (for valet parking, bike education, and Bike It Forward), and one for Director of Youth and Family (for SRTS).
 - Sunday Streets has started, we're doing Freedom From Training Wheels in the Bayview and Tenderloin and tabling at all Sunday Streets.
5. Finance (15 m)
- *Purpose: Information*
 - Update on prior month finances.
 - **Update:** Janelle shares April's finance report. We continue to be behind budget in memberships and business partnerships. We were slightly ahead of budget for individual contributions and program service fees, and we received an ERTC tax credit payment from the IRS. Expenses were slightly over budget.
 - Janelle shares early financial reports from BTWD, which were near target.
 - A board member asks how the board can help support the organization's finances. Chris answers that the lowest-hanging fruit is text banking lapsed members.

Committee Assignments and Goals - All

6:45 pm - 7:45pm (60 min)

1. *Purpose:*

- Open - Revisit committee assignments with new Board composition
- Open - Review goals in light of capacity considerations
- Close - will the full board support committees in their goals?

2. Committees present their top 1-2 goals for the year in alignment with board goals

- Membership & Fundraising
 - The Committee presents their main goals for the year.
 - Feedback: Set specific and ambitious goals for how e.g. how much money each board member should raise. (ACTION: **Victoria** will update with tangible goals)
 - Feedback: Process is more controllable than outcome. MemFun Committee should organize people around the process, and the outcome will follow.
- Board Development
 - The Committee presents their main goals for the year.
 - No feedback or edits suggested.
- Theory of Change
 - The Committee presents their main goals for the year, namely looking for more funding for this, and also funding for a grant writer
 - The currently ongoing work is delayed because Sayra is having trouble finding translators for Mandarin and Tagalog
- Time permitting: Finance, Personnel, Audit

Closed Session - All

7:45 pm - 8:00 pm (15m)

Marie moves to close session. Raynell seconds. The board votes to enter a closed session.

Close - Board President

8:00pm



Signature

Sarah Barnes, Secretary

Name, Title

June 27th, 2023

Date