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# Board of Directors Meeting

## San Francisco Bicycle Coalition

6:00 pm - 8:00 pm Tuesday, November 29, 2023

Contact the Board - [board@sfbike.org](mailto: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
Alex Thornton	he/him	Y
Brandon Powell	she/her	Y
Ernesto Cuellar	he/him	N
Jean Kao	she/her	Y
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
Ryan Patterson	he/him	Y

Sarah Barnes (Secretary)	she/her	N
Victoria Norman	she/her	Y

## Staff

Name	Pronouns	Present
Christopher White (Interim Executive Director)	he/him	Y
Krissa Cavouras (Communications Director)	she/her	Y

## Guests

Name	Pronouns	Present
Jane Natoli	she/her	Y

## Agenda

### Intros - All

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

### Public Comment - Guests

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

### Monthly Actions & Updates - Executive Committee

6:15pm - 7:15 pm (60 m)

1. Prior meeting minutes
  - *Purpose: Open → Narrow → Close*
  - Approve the prior meeting minutes.
  - Board unanimously approves the minutes of the Oct 6th, 13th and 24th meetings
2. Board @ email summary
  - *Purpose: Information*
  - Summary of emails sent to [board@sfbike.org](mailto:board@sfbike.org)

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### 3. Volunteer Opportunities (Membership and Fundraising Committee)

- *Purpose: Information*
- Overview of Board volunteer opportunities/call to action
- Next volunteer opportunity: make phone calls to big donors (\$500+) from Nov 13-30. Mia will set this up, the expectation is that everyone participates. Two phone bank dates planned.
- For other opportunities see the volunteer calendar
- Vic will circulate a pledge form where board members can express their commitment to fundraising/donating/volunteering
- The peer to peer fundraising platform we used last year is available. If board members would like to use it, contact Mia.
- Board members who need ambassador training: tell Vic which days you're free at lunchtime

### 4. Committee Updates

- *Purpose: Information*
- Update from board committees (including board development, hiring and strategy committees)
- Board Development and Governance (Jean)
  - Set a timeline for the next board election. Same as last year, shifted by a day or two
  - Jean attempted to recruit one candidate who doesn't have time for the c4 board. Besides that, no candidates recruited yet.
  - Board members whose term is up this year should make sure Jean knows whether they intend to run for reelection
  - If you know any potential candidates, please introduce them to Jean so she can talk to them about what board service involves. Chris is also available to talk to any interested candidates who want to.
- Strategy retreat (Brandon)
  - We'll meet on Dec 8 at Ryan's office
  - Agenda will be circulated by Dec 1, there will be homework to do beforehand
  - Staff will have a staff development day the day before, on Dec 7
- Search (Raynell)
  - Had a conversation with a nonprofit recruiter. See Slack for notes.
  - Otherwise, holding off until after the retreat

### 5. ED Report (20m)

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

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- Chris gives update:
    - Winterfest revenue was below goals, but net income was still \$47k
    - ACP: Ending outreach contract, now shifting focus to advocacy. A good plan won't implement itself, we'll have to keep pushing on it
    - Valencia: Hearing quiet support for the bike lane from some people. Advocacy team listening to local community to understand all points of view about the bike lane pilot. Also approaching merchants.
    - Oak: Starting a campaign soon for a protected bike lane on Oak along the Panhandle
    - Bike Ed: Applying for a new contract, 3x the size of the old one, also includes scooter education
    - Bike It Forward: Thanksgiving event on Nov 21 on the Golden Gate Greenway by St Anthony's. Gave away 25 bikes. Successful event, planning another one in the spring

#### 6. Finance (15 m)

- *Purpose: Information*
- Update on prior month finances.
- Chris presents financials
  - Overall, trending pretty close to the budget. Shortfalls in some categories canceled out by windfalls in others.
  - October financials contain both the Sept and Oct Safe Routes To School income and payments, which is why Contracts and Professional Services are much higher
  - Chris asks all board members to help with Year End Appeal

#### **Fundraising Training - All**

7:00 pm - 7:50 pm (50 m)

Presentation from Jane Natoli regarding Board fundraising strategies and best practices.

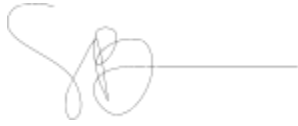
#### **Closed Session- All**

7:50 pm - 8:00 pm (10 m)

#### **Close - Board President**

8:00pm

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**Signature**

Sarah Barnes, Secretary

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**Name, Title**

January 22nd, 2024

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**Date**