

# Joint Board of Directors Meeting

## San Francisco Bicycle Coalition and

## San Francisco Bicycle Coalition Education Fund

6:00pm - 8:00pm Tuesday December 16, 2025

Contact the Boards - [board@sfbike.org](mailto:board@sfbike.org) / [edfund-board@sfbike.org](mailto:edfund-board@sfbike.org)

### Directors

Name	Board	Pronouns	Present
Alex Thornton (SFBC Secretary)	SFBC	he/him	X
Alyssa Cheung	SFBC	she/her	X
Brandon Powell	SFBC	he/him	
Clarissa Garvey	SFBC	she/her	X
Emily Steinglass (Ed Fund President)	Ed Fund + SFBC	she/her	X
Ernesto Cuellar	SFBC	he/him	
Garrett Brinker	SFBC	he/him	
Jane Natoli (Ed Fund Secretary)	Ed Fund	she/her	X
Joanna Bate	SFBC	she/her	X
Joanna Gubman	Ed Fund	she/they	
Kristy Frilling Skelly	SFBC	she/her	X
Matt Biggar	SFBC	he/him	X
Meaghan Mitchell	Ed Fund	she/her	
Michael Nguyen (Ed Fund Treasurer, SFBC)	Ed Fund +	he/him	X

Treasurer)	SFBC		
Pooja Muddasani	SFBC	she/her	X
Roan Kattouw (SFBC President)	SFBC	he/him	X
Ryan Patterson	SFBC	he/him	X

## Staff

Name	Pronouns	Present
Christopher White (Executive Director)	he/him	X
Deb Clearwaters (Director of Development)	she/her	X

## Guests

Name	Pronouns	Present

## Agenda

### Open - Roan

6:00 pm

### Intros - Board members

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

### Public Comment - Guests

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

## Monthly Actions & Updates

6:15pm - 6:40pm (25m)

1. Executive Director Report (15m) - Chris
  - o Purpose: Information

- Monthly update on the work of the organization.
- **Update:** Chris provided an update on the latest work of the organization.

2. (Ed Fund only) [October 28 joint meeting minutes](#) (3m) - Jane
  - *Purpose: Open → Narrow → Close*
  - Approve the prior joint meeting minutes for accuracy and legal responsibilities.  
The SFBC Board approved these minutes at its November meeting.
  - **Action:** The Ed Fund will postpone the vote on these to the next meeting.
3. (SFBC only) [November 18 meeting minutes](#) (2m) - Alex
  - *Purpose: Open → Narrow → Close*
  - Approve the prior C4 meeting minutes for accuracy and legal responsibilities.
  - **Action:** November meeting minutes were approved.
4. Board @ email summary (5m) - Alex
  - *Purpose: Information*
  - Summary of emails sent to [board@sfbike.org](mailto:board@sfbike.org)
  - **Update:** there were no non-spam emails to share

### **C3/C4 cost sharing agreement - Chris**

6:40pm - 7:00pm (20m)

- *Purpose: Narrow → Close*
- Both boards will consider authorizing their presidents to sign a new cost sharing agreement between the C3 and C4 entities
- **Update:** The C3 and C4 boards approved the new cost sharing agreement

### **Strategic plan discussion - Matt**

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

- *Purpose: Discussion*
- Discuss the draft strategic plan, so that both boards can consider approving it in January
- **Update:** Matt led a discussion about the draft strategic plan

### **Employee handbook (Ed Fund Board only) - Chris**

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

- *Purpose: Narrow → Close*
- Consider approving the new employee handbook for the C3 entity

### **Close**

8:00pm



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**Signature**

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Alex Thornton, Secretary

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**Name, Title**

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02 / 10 / 2026

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**Date**