



**Board of Directors Meeting Notes
Wednesday July 10, 2024
7:00p – 8:30p
Meeting Location-Dominican University
Edgehill Mansion, Legacy Room
75 Magnolia Avenue**

Board Members present: Becky Gayman, Sheila Guthrie, Greg Brockbank, Penn Mullin. Sam Timilsina, Steffanie Burkhard, Lydia Truce and Kerry Throckmorton were absent.

1. Welcome – open discussion.
 - Sheila provided a summary of the Semi-Annual Neighborhood meeting on June 8th. Board members discussed how well the new format was received by those in attendance.
 - Opinions were shared on the process for communicating with our membership in advance of the September 21st evacuation drill.
 - It is unclear who is actually going to lead this drill – it was thought DBCNA with leadership from the Firewise Committee, but offered that perhaps it will be the SRFD/SRPD or office of Emergency Services.
 - Still lacking detail of Firewise Committee communications and details of the actual drill.
 - Sheila gave a summary of the new proposed San Rafael Transit Center
 - Having the Airporter use this hub has long been an issue
 - Plans for the new Transit Center are still fluid, Becky to reach out to the planners with DBCNA thoughts on the Airporter moving back.
 - It was noted that the San Rafael transit center was the most used in the Bay Area.

Without a quorum of Board members present, the Board will not be able to conduct official Board business or vote on any motions.

II. Committee Reports:

1. Fire Wise:
 - Belle Cole was accompanied by Thomas Greenfield and presented the written report distributed to the Board on the evening prior to the Board meeting.
 - Belle reported that the Firewise committee felt the DBCNA website did not show sufficient information on the Evacuation drill.
 - When the Board showed Belle in the menu page how to get to disaster preparedness, that was not where the Committee wishes to see the evacuation and Ember Stomp information.
 - Belle offered that she had spoken with Kerry and Kerry had the communications plan.
 - The Board was informed that Kerry would update the website to the specification of the Firewise Committee.
 - The Board was not provided with a copy of the plan, nor was one provided upon the Board's request.
 - The Board cautioned about overloading any one Board member. The Board has been asking for a communication plan since January.
 - Belle asked if DBCNA should have a table at Ember Stomp which led to a discussion on a previous conversation during which the Board voted not to have a table due to the day long open format of the Ember Stomp event as well as to what purpose.



- Becky offered a suggestion to have a large Poster board/ calendar be set up at Ember Stomp to provide dates and locations of all the Evacuation Drills county wide. This could provide valuable information to all neighborhoods and provide an overview on such events county-wide.
 - Go bags were discussed – perhaps a video showing what all items needed to be included.
 - It was stressed that the point of a drill was to highlight the deficiencies so lessons could be learned for an actual evacuation.
2. DU Neighborhood Advisory Committee:
- It was reported on a very positive conversation with DU Admin on the prospect of having a Movie night for neighbors and students.
 - The lawn outside the library was thought to be the best area as it would be far enough away from neighbors who didn't care for noise.
 - DU Admin thought it was a fabulous idea – but offered it was once done in Meadowlands green area but had to be discontinued due to neighbor complaints of noise (early evening hours)
 - DU suggested using Angelica Hall for the movie
 - DU has a suggested vendor/equipment information they will share with DU Liaison
 - DU suggested reaching out to neighboring cities how many have contacts or used equipment
 - No date has been set, other DBCNA Board Members input needed.
3. Safety/Crime Committee
- Sheila showed the Board a photo of the new sign DU purchased to be placed at the exit of Conley Athletic Center. The sign will alert drivers to stop at the pillar and be aware of pedestrians on the sidewalk entering from the left and especially from the right..
 - The orange flag poem in the newsletter seems to have alerted the neighborhood to flags as not one has gone missing since the article in the Spring Newsletter!
- d. Open Discussion:
- Greg suggested attendance of the Board Members at Mayor Kate's campaign kickoff event on Thursday, July 18th at the new Marriott Rooftop cocktail lounge.
 - Greg will confirm time for Board members to attend – please wear your badges.
 - Becky spoke of the importance of archiving Board documents for future generations. They serve as a valuable tool for new Board members

The following items will be held for the August meeting.

- Secretary Report: Approval of June 8th BOD meeting minutes.
- Treasurer Report: Review of accounts as of June 30, 2024.

Meeting Adjourned at 8:35p

Next Board Meeting: Wednesday August 14, 2024 at 7:00p