

SoMa West Community Benefit District

745 Clementina St, Unit B
San Francisco, CA 94103



SOMA WEST COMMUNITY BENEFIT DISTRICT BOARD OF DIRECTORS NOTICE OF REGULAR MEETING and AGENDA

September 17, 2019, 6:00 P.M.
Market Square Studio
1355 Market Street (10th & Market)
San Francisco, CA 94103

- I. Call to order and introductions
- II. General public comment
- III. Since we last met and updates, including:
 - a. Filed 1023 non-profit exemption application with IRS and 3500 with FTB
 - b. Opened bank account with Bank of SF and applied for line of credit
 - c. Posted job for Executive Director
 - d. Bound insurance policies (D&O and General Liability)
 - e. City contract required documents submitted.
 - f. Other
- IV. Review draft and action to approve Board meeting minutes from August 20, 2019.
- V. Review and action to approve \$10,000 bridge loan from Sean Healey.
- VI. Discussion and update regarding Executive Director hiring status and action to approve hiring process for Executive Director.
- VII. Discussion and action to approve formation of Committees and Chairs
 - Standing Committees as described in bylaws
 - a. Executive Committee, Chair - President
 - b. Nominating Committee, Chair – Vice President
 - c. Audit Committee, Chair – Secretary
 - Advisory Committees Proposed (see draft charters)
 - d. Services & Safety, Chair - Ryan
 - e. Marketing & Advocacy, Chair - Geoff
 - f. Finance Committee, Chair – Treasurer
 - g. Streetscapes & Public Realm – Debra and Alex
- VIII. Discussion and notification regarding City contractor ban.
- IX. Discussion regarding office space needs and possible action to approve engaging broker to help with office space needs.
- X. General public comment
- XI. Adjournment

All SWCBD Executive Formation Committee meetings are open to the public. Attendees may address the Committee on items appearing on the agenda and may also address the Committee on items on or not on the agenda during the Public Comment periods, so long as

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the matters addressed fall within the scope of the Committee's authority. Each speaker shall have up to 3 minutes up to address the Committee. Agenda materials will be made available at the Committee meeting and in advance upon request to camila@swcbd.org.