

SoMa West Community Benefit District

745 Clementina St, Unit B
San Francisco, CA 94103



AGENDA

**SoMa West Community Benefit District
Executive Formation Committee Meeting
Tuesday, July 16th, 2019
6:00 - 7:30 pm**

*Panoramic Residences Conference Room
1321 Mission St*

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 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 otherwise upon request.

- 1. CALL TO ORDER, INTRODUCTIONS AND WELCOME**
- 2. PUBLIC COMMENT**
- 3. UPDATES SINCE LAST MEETING**
- 4. DISCUSS BOARD RECRUITMENT AND UPDATE**
- 5. DISCUSS AND ACTION TO APPROVE BY-LAWS**
 - a) Mission
 - b) How directors are elected
 - c) How BOD takes action
 - d) How BOD meetings are called and noticed
 - e) How BOD meetings are conducted
 - f) Officers and duties and responsibilities
 - g) Authorization of BOD and Committee structure
 - h) Indemnification and insurance
 - i) Reporting – financial results, evaluating performance
 - j) Voting by members
- 6. DISCUSS AND ACTION TO APPROVE GOVERNANCE POLICIES**
 - a) Whistleblower Policy
 - b) Document Retention and Public Records Policy
 - c) Conflict of Interest Policy
 - d) Open Meeting Policy

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7. REVIEW AND DISCUSS DRAFT OF REVISED TIMELINE THROUGH NOVEMBER 2019

8. PUBLIC COMMENT

9. ADJOURN