

SoMa West Community Benefit District

745 Clementina St, Unit B
San Francisco, CA 94103



SOMA WEST COMMUNITY BENEFIT DISTRICT EXECUTIVE COMMITTEE NOTICE OF REGULAR MEETING and AGENDA (UPDATED)

November 12, 2019, 6:00 P.M.
Panoramic Residences Conference Room
1321 Mission St
San Francisco, CA 94103

All SWCBD Executive 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 in advance upon request to camila@swcbd.org.

1. Introductions
2. Preliminary Cleaning and Maintenance Plan Timeline (15 minutes)
 - a. How varies from SWCBD -1920Budget-Memo-draft
 - b. Easy and quick items to start
3. Strategic planning and general time line for first 9 months
4. Updates
 - a. Office Space Search Updates
 - b. Line of credit
 - c. Big Belly grants
 - d. City contract process
5. Accounting/Bookkeeping Policies and Procedures Discussion
6. Basic HR/ Personnel Policies/Benefits Setup Discussion (10 minutes)
7. ED equipment needed
8. Board Advisory Committee Chair Engagement Plan (10 minutes)
 - a. Committee launch
9. Next Board meeting plus setting EC & BOD going forward
10. Adjourn