

Ocean Avenue Association Board of Directors Meeting Minutes
Monday, July 16, 2012, 6PM
Ingleside Library
1298 Ocean Ave, San Francisco, CA 94112

Board Members: Howard Chung, Walee Gon, Rev Roland Gordon, Shirley Lima, Bridget Miller, Roger Seto, Dan Weaver

Staff: Cathy Hickey

1. Howard Chung calls the meeting order at 6:03 PM.
2. Approval of Minutes from June 25, 2012.
 - Dan Weaver moves to approve the minutes.
 - Rev Gordon seconds the motion.
 - Motion passed unanimously.
3. Treasurer Report (Cathy Hickey)
 - Balance is \$158K, in good shape for next year.
 - Finishing façade grant which will be about \$6800.
 - OAA will be reimbursed for remainder of \$30K grant once paperwork is turned in.
 - Actuals of what has been spent for Y3 has been included in current budget.
 - OAA recently received \$30K in assessment payments.
 - Will approve budget during next meeting when Henry K is back from vacation.
4. Executive Director Position
 - Cathy Hickey will be moving on from OAA. Her last day is Fri, 7/20.
 - Necessity of getting an interim Exec Director in place.
 - Public Comment: Kate Favetti: Need to ensure that this search is an open process. Need to ensure the Exec Director has a clear “firewall” between the board and the job, especially with regards to voting privileges.
 - Board Response: Howard Chung: Will definitely keep this in mind for the permanent search. Note that the current issue is that we need to find an interim Executive Director.
 - Public Comment: Maria Picar is interested becoming Interim Executive Director and full time position as well.
 - Rev Gordon motions for Dan Weaver as the Interim.
 - Bridget seconds this motion.
 - Public Comment: Peter Vaernet agrees. Dan knows public policy pretty well.
 - Public Comment: Mary Harris: Would this remove a voting member from the board? Recommend reviewing the bylaws again.
 - Public Comment: Alex Mullaney: Person can remain on the board but has no voting privileges. This recently happened in Noe Valley CBD.
 - Howard makes the motion for Dan to recues from voting.
 - Rev Gordon seconds the motion.
 - Motion passes unanimously.
 - Dan Weaver resigns as from voting as a board member effective Mon, 7/23.
 - Howard to talk to Rick England to replace Dale Allender, who moved on to another job. Need another property owner represented on behalf of Lick Wilmerding.
 - Also need another community member. Alex Mullaney interested as community member.
 - Need more property owners on the board. Currently interested: Johnny Law, Farah Barre.
 - Proposed Schedule

- 7/20: Post job, request for applicants.
 - 8/10: Application deadline.
 - 8/24: Top candidates selected.
 - 9/25: Interviews completed.
 - TBD: Rank interviewees via board meeting.
 - TBD: Final interviews.
 - TBD: Final candidate selection via board meeting.
 - Board gives Cathy general direction to form Executive Director Selection Committee. Board will consider and approve this committee in the next meeting.
 - Proposed Executive Director Selection Committee:
 - Howard Chung
 - Alex Mullaney
 - Kate Favetti
 - Shirley Lima
 - Transition notes:
 - Cathy has 2 additional vacation days that will not have been used by Fri. Per the board, those will be paid out to Cathy in her final paycheck.
 - Cathy handed off year end financials to the CPA's already. CPA's will fill all necessary paperwork.
 - Office at Lick remains.
5. OMI-CPP / OAA Festival (Cathy Hickey)
- All permits have been waived.
 - Maria Picar started proceedings for sidewalk sale and street closure. Still need to decide where the festival starts and ends. Not using the Phelan loop.
 - Cathy has list of vendors ready. Consider paying CleanScapes additional fee to clean up after festival. Festival is on 9/15.
 - Public Comment: Maria Picar: What is OAA's commitment to the budget?
 - Board Response: Per Cathy, about \$10K. Also recommends, reaching out to Johnny Law for marketing help.
 - Public Comment: Maria Picar: How far should we do the sidewalk sale?
 - Board and Public Response: Various: Plymouth to Ashton
 - Public Comment: Maria Picar: Street closure will be on Faxon between Ocean and De Montfort for food trucks. Stage will face Ocean Avenue and chairs will face De Montfort. "Ocean Avenue Arts and Culture Festival" is new name of the event.
 - Public Comment: Dan Weaver: Ok to find out how much it will cost to publish posters on street cars?
 - Public Response: Maria Picar: Yes, started marketing process, but can include if cost effective.
6. Meeting adjourned at 7:19 PM. Next Meeting: Aug 23, 2012. Location: Ingleside library.