Jack London Improvement District - Meeting of the Board of Directors January 9th, 2017 – 4:00 p.m., Jack London Headquarters – 333 Broadway

Present: Bill Stotler, Sara May, Vivian Kahn, Michael Carilli, Saied Karamooz, Jenni Koidal, Paul Thyssen, Erin Coburn

Absent: Barry Pilger, Peter Gertler, Sam Nassif

Staff: Savlan Hauser, Courtney Rosiek, Carlos Paz RiveraGuests: Nick Baldwin, Frank Schultz, Steve Lowe, Patricia Rossi

Discussions held and decisions made by the Board of Directors

SUBJECT	Discussion	Action?
1. Closed Session	Closed session from 3:30-4:00 p.m. Discussion regarding staffing contract. Management Transition Task Force was formed to oversee transition from contracted management to direct employees by March 31, 2017.	
2. Call to order and introductions	The meeting was called to order at 4:08 p.m.	
3. Public comment and announcements 4. Executive Committee	Steve Lowe commented on the importance of the Oakland Urban Forestry Forum to the Board. Tree management funding has seen a decrease in a crucial time for Oakland Parks. Steve asked the Board to consider a letter of support to the City of Oakland on behalf of the Urban Forestry Forum. Frank Schultz wanted to commend the Ambassador/Clean Safe Streets Program for the improvements to the public right of way. He drew attention to graffiti blight within the District. Patricia Rossi commented on the serious rash of curb theft occurring within the district. The perpetrators seem to be well organized. It was noted that curb theft is a citywide issue. Bill proposed a position letter to the Mayor of Oakland, as well as the newly appointed Chief of Police. The purpose is to draw attention to the detriment to small business caused by curb theft. Patricia addressed her concern over the new Mobile Food Vending Program initiated by the City. Savlan encouraged all food related business to get involved in the process with the City. An update on the Small Business Task Force initiated by Annie Campbell Washington. Discussion about the Districts involvement in the task force meetings. Savlan reported highlights of the Executive Update to the	
update	Board.	
5. Ambassador Update	Carlos Paz Rivera, Operations Manager, gave an update on the Clean Safe Streets Program	
6. Review of Proposed 2017	The Board engaged in discussion around the proposed 2017	Sara moved to

Budget	Operating Budget. Savlan assured the Board that a updated Budget report would be produced at the end of the month reflecting the actual carry-forward versus the projected carry-forward. Gary Knecht suggested that with the assessment increase in 2017 of 5% that the budget for Ambassador Services (Block by Block) Account 7100 should also increase by 5%. It was proposed that funds in account 7300 (Special Projects) should be allocated towards contracted Block by Block services.	approve the proposed 2017 Operating Budget, with the addendum to reallocate funds in 7300 to 7100. Jenni seconded the motion. The motion was approved unanimously.
7. Review of the Project Roster	Savlan gave a quick overview of the Project Roster, including staff recommendation. Discussion on the allocation of funds into special projects occurred. Since the actual carry forward will not be available till the end of the month, Bill tabled the discussion of individual projects until next Board meeting.	
8. Approval of the minutes November 14, 2016	The minutes of November 14, 2016 were presented to the board for review.	Sara moved and Michael seconded the motion to approve the minutes of November 14, 2016. The motion was approved unanimously.
9. Next regular meeting	Monday, March 13, 2017 – 4:00 p.m.	
10. Adjournment	The meeting adjourned at 6:15 p.m.	

Minutes taken by: Courtney Rosiek

2017 Board Attendance Record

	Bill	Sara	Barry	Erin	Sam	Vivian	Michael	Paul	Saied	Peter	Jenni
January	Χ	Х		Х		Х	Х	Χ	Χ		Х
March											
May											
July											
September											
November											