



Executive Committee Meeting Minutes
Date: February 7, 2023 from 6:00 pm to 7:00 pm
Location: Zoom platform

Present: Joseph Jung, Mike Thaler, Alan Wilk, Nick Myerhoff

Absent: None

Staff: Shari Godinez, Greg Harris, Courtney Russell, Ramon Hall

Guest: Shakira Scott, Board member

<u>Subject</u>	<u>Discussion</u>	<u>Action</u>
1. Welcome and Establish Quorum	Meeting began 6:03pm Quorum established	
2. Open Discussion/ Announcements	Introduction: Joseph Jung No discussions/announcements	
3. Staff Report: Executive Director Updates- Shari Godinez	<p>Shari-</p> <ul style="list-style-type: none"> • Attended 2 events for Mayor Sheng Thao and an event produced by Visit Oakland • Janina Engo previously an intern has now officially become the Marketing director as of Feb 3rd • KONO is receiving approximately \$103 of interest on the CD account- suggested more funds be moved into that to create more revenue • The Job committee requested that Shari gather data regarding all the ED salaries in Oakland • The audit requirement from the city of Oakland has been canceled for 2023. • The KONO report has to be completed by the end of March • Regarding Economic improvement, Shari inquired with the city to find out how many of the KONO businesses applied for the facade and tenant improvement grant for \$75k. Ramon took flyers door to door to get the word out to all the businesses. • Put a survey out asking the community what businesses they would like to see in KONO • 4 new businesses are opening in KONO. A dispensary at 24th and Telegraph, Jabena Cafe 2930 Telegraph, Chevy Dealership at 27th and Broadway, and a Hookah lounge at 27th and Telegraph. • The plaque commemorating the mural at 27th and Northgate was placed. Shari is going to suggest putting spotlights on the mural due to not being able to see the it at night 	

- Currently working on the February newsletter and OakFF banners should be installed by the end of February.
- OakFF Feb 3rd event was canceled and rescheduled for Friday Feb 10th.
- Courtney and I are working on cleaning up the categories in Quickbooks for the FF's account in order to create a budget for 2023
- Met with KP Market to resolve event issues and the meeting was attended by Board members Curt Haven and Nick Myerhoff
- Attended the neighborhood crime meeting on Jan 30th. It was attended by OPD, Councilmember Fife and about 30 community members at a new restaurant that the owner of Kingston11 opened.
- Requested and received the crime data for half the district for Dec 2021, and Nov, Dec 2022 and it didn't seem to make much of a difference in having the extra security for the month of Dec. Recommends reviewing the data with the Safety committee
- Still waiting to receive the \$20k grant money from the Mayor's office reimbursing us for the security coverage in Dec
- Regarding the camera project, we have paid for 50% of the installation cost for the cameras at the Thomas L Berkley building and the HOA agreed to pay the remaining 50%. Waiting on installation.
- Looking at possibly installing cameras at 34th and Telegraph, West Grand and Telegraph, and 23rd and Telegraph
- Applied for a mini grant through the city of Oakland for \$7k to cover the cost of the camera installation at West Grand
- Spoke to Councilmember Fife regarding the violent homeless woman that's causing problems in the KONO district and she said she would speak to the DA's office about it.
- Streetplus is transitioning to a new software platform in February
- Meeting with the owner of Streetplus on Thursday, by his request
- Spoke with Dave Snayer about a burglary at 25th and Telegraph at his building and was able to obtain photos and shared them with the ambassadors. Dave was encouraged to file a police report. Ramon spotted the burglar on the street but couldn't call the police without having filed a police report. We now have the photos and police report.
- She stated that she plans to start sharing the photos with the uptown BID as well as some of the other BIDs
- Working on scheduling tree pruning this month by the same volunteers that did it last year. We will be purchasing one green debris bin to complete the project

Mike asked what problems does KP Market have with the event. Shari responded it's mostly about blocking their driveway on the 24th St

	<p>side. Shari stated the solution is to move the closure, closer to Telegraph and put a sign at Valley St that states, to “Only enter if you are going to KP Market or live here” Also the other side of 24th where the employees leave, there will be a sign and a delineator. Shari stated there were about 6 different issues, however they came to a resolution on everything.</p>	
<p>b) Festival Director-Greg Harris</p> <p>c)Streetplus-Ramon Hall, Operations Supervisor</p>	<p>Greg-Shari mentioned that FF has been postponed to Friday Feb 10th. Greg stated as of Feb. 1st the city administrator has taken on the process of issuing the permits, however everything still has to be cleared by OPD. Greg mentioned that if everything goes through they should be able to issue a one year permit rather than applying for one each month. Greg stated that he and Shari did meet with KP Market and was able to resolve a lot of the issues brought up and thanked Curt and Nick for being there. Greg mentioned that he is still working with Mindy and supposed to meet with her in regards to getting an EMT company as well as receiving bids for a new security company to work at the FF’s event.</p> <p>Joseph asked if the cancellation was due to the weather. Greg responded that it was.</p> <p>Ramon-mentioned that due to all the rain there has been a lot of vegetation growing around the tree wells, and he will be working on removing the overgrowth and redoing the tree wells throughout the district. Ramon stated he will be giving extra attention between 24th and 25th where there has been loitering going on. He has informed his ambassadors to inform the loiterers to move down the street anytime they see them hanging around the area. Ramon mentioned that due to his good relationship with the unhoused and people in the area, some of them have been listening to the instructions to move. He plans to remain consistent until the problem is eliminated. Ramon stated other than that all is well in the district.</p> <p>Shari-stated the amount of garbage the ambassadors have been picking up has increased quite a bit and that she recommended that Ramon call for an extra trash pickup and believes the increase in trash is due to an uptick in foot traffic in the area at night.</p> <p>Joseph stated that is good for business.</p> <p>Nick-asked if anyone knew who bought the Walgreens since it was cleaned up so nicely</p> <p>Shari- responded that she didn’t know yet and assumed it may still be in escrow. Joseph asked Shari to confirm what business is taking over the Walgreens</p>	

<p>4) Action Item: Approve Minutes from January 10, 2023</p>	<p>Mike motion to approve minutes Alan 2nd motion to approve minutes no oppositions/abstentions Minutes approved</p>	<p>Action: Approved Minutes from Jan 10, ...</p>
<p>5) Action Item: Approve Financial Reports through January 2023</p>	<p>Shari- As of the end of Jan 2023 the KONO bank balance \$563,796.96 \$75,000 CD total balance \$641,277.96 PNL-\$330,273.77 which is the 1st disbursement and 50% of the total assessment revenue for the year. Expenses-\$78,956.94 Shari went on to go over each line on the Budget Performance sheet for Jan 2023</p> <p>As of the end of Jan 2023 OakFF bank balance \$213,943.74 PNL- \$13,991.02, \$9,000 is from the OakFF GoFundMe account that was transferred in January Expenses-\$19,118.19 with a net loss of (-\$5,127.17)</p> <p>Joseph asked which month the equipment rental fees are for. Shari responded that these are day of event rental costs and the costs are probably from Dec but the invoices were paid in January due to when they were received. Shari stated that these expenses will be broken down on the FF Budget and should be available by the next Executive meeting.</p> <p>Mike-Motion to approve Nick-2nd motion to approve no oppositions/no abstentions</p> <p>Financial reports approved</p>	<p>Action Item: Financial Reports Approved through January 2023</p>

<p>6)Discussion: Hire Consultant for workshop on Board Governance, Members roles, & bylaws-Review proposals</p> <p>a)Brent Ives, BHI Mgmt Consultant</p> <p>b)Karen Wertman, Consultant</p>	<p>Shari- mentioned that we have received 2 bids, one from Karen Wertman who facilitated our board retreat and Brent Ives which was a referral from NBS. Shari asked if the board read the proposals.</p> <p>Joseph responded that he hadn't and to provide a summary. Shari mentioned Brent is a consultant that was once a mayor and Karen has done consulting for many years. She stated that Brent is charging \$5k and Karen is charging \$1,500. Shari stated she spoke to Chinatown and they may be interested in partnering with KONO to do the Board training and share the cost. Joseph asked how many board members there are in Chinatown and Shari responded approximately 20. Joseph mentioned that it then would be about 50 people attending the meeting. Shari said she was looking to find a smaller BID to partner with. Joseph stated if there isn't any info that can't be shared with other BIDs that he doesn't mind sharing the training with another BID.</p> <p>Mike mentioned that our needs might be quite different than theirs and there may be a language barrier and will need translators.</p> <p>Alan asked if the training is similar to the previous retreat or is it simply to go over rules and guidelines. Alan stated that if we have an exact outline we could determine if partnering with another BID would make sense. Shari stated that it is to ensure all the board members understand the Brown Act and the Sunshine Ordinance and the organizational structure of the Board. Shari suggested that it would be a good idea to set up a meeting to meet the other BID managers and Presidents to get acquainted. Joseph agreed that would be a great idea and to arrange for a luncheon. Joseph asked when we needed to make a decision on a facilitator. Shari suggested that we should make a decision by the next board meeting on March 14th and have reviewed the proposals. Shari stated that we could have the training in May and should go through the board for approval if we spend the funds for the trainer.</p>	
<p>7)Discussion: Board Donations</p>	<p>Shari-stated that she has brought this up periodically and would like to know how to encourage the board to donate something to KONO or the OakFF event. She mentioned that when applying for grants the applications asks if 100% of the board is contributing to the organization and Shari wants to be able to say all Board members are contributing.</p> <p>Joseph asked what the amount that is needed to be raised from outside sources. Shari responded that is \$26k. Joseph stated that it is good to know the amount that is needed.</p> <p>Alan stated that Shari isn't stating that there is any limit at all that we need to contribute but rather need 100% participation.</p>	

	<p>Shari reiterated that the \$26k is a total amount required from all sources, including donations, grants and board member contributions and KONO has been meeting that minimum requirement. Joseph stated that he will make a donation. Shari asked the committee what is the best way to approach the Board about making a donation. Alan suggested that in the email it should state that \$5 is as good as \$1000 so everyone will participate. Joseph asked if we should suggest the donation amount. Alan stated that he doesn't believe that is the best way to get all to donate. Alan suggested that Shari make it easy for everyone to donate. Shari reminded everyone that the donation is tax deductible.</p>	
<p>8)Seet Board Agenda: Review nomination of Alex Hahn, representing property owner, Rob Rodick</p>	<p>Shari-stated that Rob wants to have Alex Hahn represent him and Courtney called Alex and stated he was unable to attend this meeting. Shari suggested that this item be put on to the next Executive meeting.</p> <p>Joseph asked if he had filled out the form and Shari responded that she believed Charlie filled it out. Joseph stated that Alex was one of the founding members of KONO and was on the board for 15 years and currently lives in Danville and is now interested in coming back and has a lot of knowledge.</p> <p>Mike asked who the property owner he will be representing. Shari responded that Rob Rodick purchased 2022 and 2040 Telegraph from Alex Hahn and the Shrine Group will be the business there which is currently under construction.</p> <p>Alan mentioned that he remembers that Alex had left under the misunderstanding of our Board guidelines because of meeting attendance and wants to make sure we have been abiding by the rules and our board roster is up to date. Shari stated that was regarding his son Charlie and would recommend not voting for Charlie due to only showing up for certain votes. Shari also mentioned that it is stated in our bylaws that if 4 board meetings or more are missed, you are automatically dropped from the board, however we have not been honoring that. Shari suggested we either enforce the bylaws or change them.</p> <p>Curt asked if Alex is a property owner. Shari responded that he is a former property owner and now represents a current property owner and will be counted as such.</p> <p>Mike suggested that Shari research the attendance Shari responded that Courtney has sent that out and one of the issues is that Keun Bae has not been attending most of the meetings and Ryan has missed some but Ryan is being replaced by a new representative. Alan suggested that we reinstate Keun Bae and start fresh from this point if he wants to continue being a part of the board and give him the opportunity to abide by the new stated rules.</p>	

	<p>Nick stated that it shouldn't matter during this covid period and not count it until we start meeting in person again.</p> <p>Courtney stated that she sent out the attendance for 2022 in Jan 2023. Shari started sharing her screen showing the attendance sheet. Joseph asked how we reinstate Keun Bae. Shari stated she can add it to the board meeting to reinstate him and for Joseph to find out if he needs help getting onto the meetings. Curt asked if there is a difference between an absence and an excused absence. Joseph stated that he believes if you missed more than $\frac{1}{3}$ of all the meetings then you were dropped from the board. Shari stated that it was a previous board member Jack Beallo that put that clause in the bylaws and she can put it on the next agenda to review how the verbiage was stated in the bylaws.</p>	
<p>9) Meeting Adjourned</p>	<p>Meeting adjourned 7:07pm</p> <p>Next meeting Tuesday March 7, 2023 at 6:00 pm</p>	

Minutes by [Courtney Russell](#) and Edits by [Shari Godinez](#)