

The Yerba Buena Gardens Conservancy
Meeting of the Interim Board of Directors
Wednesday, June 12, 2019
12:00 – 1:30pm
Location: Yerba Buena Center for the Arts

Board in Attendance: Karen Carr, Deborah Cullinan, Linda Lucero, Cathy Maupin, Andrico Penick and Helen Sause.
Executive Director: Scott Rowitz
Legal Counsel: Dan Engler
Absent and Excused: Ken Bukowski, Tom DeCaigny, John Elberling, Sean Jeffries and Noushin Mofakham.
Public in Attendance: Paige Scott, Bert Blanchett, Carol Tang, David MacKenzie, Tarik, Virginia Grandi.

AGENDA

A. CALL TO ORDER

Cathy Maupin called the meeting to order at 12:08 pm.

B. ANNOUNCEMENTS AND REQUESTS FOR INFORMATION AND FUTURE AGENDA ITEMS

None

C. GENERAL PUBLIC COMMENT

Virginia Grandi announced the YB Alliance annual Gallery Walk would take place on Saturday, June 15. Paige Scott delivered multiple letters of support for the YBG Conservancy and offered to have more letters of support written as needed.

D. APPROVE MINUTES

The May 8, 2019 minutes were approved as submitted. MSC: Penick/Carr. Lucero and Sause abstain.

E. RECEIVE UPDATE/DISCUSS Master lease agreement with the City and County of San Francisco and Board of Supervisors approval process.

Cathy Maupin reported that the lease between the Yerba Buena Gardens Conservancy and the City of San Francisco was introduced to the Board of Supervisors last week. The draft of the lease in concept was approved at the last Conservancy board meeting.

The Board discussed the speakers who would attend the Board of Supervisors Land Use Committee meeting on June 17 and submitting a full package of all the letters of support from the community to the committee.

On June 18, the lease will be presented as a committee report to the full Board of Supervisors and it is not anticipated that there will be a need for speakers.

It is anticipated that Mayor Breed will approve the legislation on June 28 and the lease will become effective June 30, 2019 .

F. REVIEW/DISCUSS/APPROVE office lease with The Hearst Corporation for office space at 5 Third Street for \$1,377/month for a twelve-month initial term beginning on July 1, 2019 for a total of \$16,524.

The Board discussed the lease with the Hearst corporation for a small office for the organization. It is a small space and is within the amount previously approved for the annual budget. The lease includes six months notification prior to the date that the Conservancy would need to vacate the space if the building redevelopment project to a hotel moves forward. The lease starts July 1 and is contingent on lease approval with the City of San Francisco. The lease with the Hearst Corporation was approved. MSC: Cullinan/Lucero

G. REVIEW/DISCUSS/APPROVE contract for accounting and finance services with Metis Partner Solutions for \$1,850/month plus \$4,250 initial system setup for a total first year contract expenditure of \$26,450.

The Finance Working Group as well as legal counsel have reviewed the contract agreement with Metis Partner Solutions. After discussion, the contract was approved contingent on the lease with the City of San Francisco being approved.

MSC: Lucero/Cullinan

REVIEW interim organizational financials as of May 31, 2019.

Scott Rowitz reported on the financials. The Conservancy has received a \$25,000 check for a donation from Related.

~ As of 5/31/19 the bank account balance is \$87,000.

~ Accounts receivable of \$25k which is the fundraising pledges from Trammel Crow.

~Accounts payable balance of \$54,000 to Cox Castle for legal expenses

~A current liability of \$300k to YBCBD for the start-up loan.

H. RECEIVE UPDATE from Executive Director hiring process working group.

The Advisory Committee consisting of Deborah Cullinan, John Elberling, Sean Jeffries, Lynn Fazaroli, and Ken Bukowski are corresponding and circulating job description.

I. DISCUSS neighborhood communications after startup, community celebration and ribbon cutting in July.

Goal is to send community update post lease ratification. Then to do a ribbon cutting/community celebration supporting the startup of the Conservancy as well as the public realm improvements from Moscone.

J. ADJOURN TO CLOSED SESSION.

None

K. REPORT out on actions taken during the closed session.

None

L. ADJOURN

The meeting was adjourned at 12:57 pm.