

The Yerba Buena Gardens Conservancy
Meeting of the Interim Board of Directors

Wednesday, February 13, 2019
12:00 – 1:30pm
Location: Yerba Buena Center for the Arts

Board in Attendance: Ken Bukowski (via telephone), Karen Carr, Deborah Cullinan, John Elberling, Sean Jeffries, Cathy Maupin and Andrico Penick
Executive Director: Scott Rowitz
Absent and Excused: Tom DeCaigny, Linda Lucero, Noushin Mofakham and Helen Sause
Public in Attendance: Marcelo Aviles, Virginia Grandi, Cristina Ibarra, Pat Kilduff, Paige Scott

AGENDA

A. CALL TO ORDER

Cathy Maupin called the meeting to order at 12:06 pm.

B. ANNOUNCEMENTS AND REQUESTS FOR INFORMATION AND FUTURE AGENDA ITEMS

Virginia Grandi thanked Scott Rowitz for providing an update on YBG Conservancy at the Yerba Buena Alliance meeting on February 7 at 111 Minna Gallery. Matt Haney, district supervisor, will attend the April 4 monthly YBA meeting.

C. GENERAL PUBLIC COMMENT

There was no public comment.

D. APPROVE MINUTES

The January 13, 2019 minutes were approved as submitted. MSC: Cullinan/Carr.

E. RECEIVE UPDATE/DISCUSS Master lease agreement status and next steps.

Cathy Maupin reported that the YBGC Lease Status report was included in the Board packet. On November 29, 2018, YBGC sent the City a revised draft of the YBGC Lease with a few final clean-up changes. Ken Bukowski confirmed that the outstanding issues have been satisfied. Based on conversations with Heidi Gewertz with the City Attorney's office, the Department of Real Estate and the City Attorney's Office have basically signed-off on the November 29th draft of the YBGC Lease. But according to the City Attorney's Office, the bigger issue that is delaying finalization, is that the City is waiting for the City Controller/Auditor to approve the form of the YBGC Lease. That approval is still outstanding.

In the meantime, YBGC and City representatives have prepared a list of all the YBGC Lease exhibits, have allocated responsibility for preparing the exhibits, and are working on preparing the exhibits.

John Elberling mentioned that there may be some discussion as to the splitting of responsibilities between Moscone and YBGC for assets resulting from the Moscone expansion. A map of all the conservancy assets and division of responsibilities is forthcoming and John would like to review it.

F. DISCUSS neighborhood outreach and communications.

Scott Rowitz is continuing to have meetings with YBG stakeholders, the City and MJM. No formal meeting has been held with Supervisor Matt Haney, but there have been informal discussions with him with various board members. Once there is a more refined timeline on the lease process and the schedule for the Board of Supervisors, will need to set up a formal meeting with Matt Haney and also setup another public community meeting to present status and get feedback from the community. Will also be asking for letters of support, and potentially speakers at the Board committee and hearings.

There was discussion regarding the YBGC website. It was recommended that the YBGC should establish its own basic website and post the lease and key documents online to make it accessible to the public.

There was discussion about planning a June celebration for the YB Gardens improvements made as part of the Moscone Expansion Project and to celebrate the formation and beginning operations of the Conservancy.

G. RECEIVE UPDATE/DISCUSS exterior landscaping design for 3rd, 4th and Folsom.

This will be postponed to April or May meeting to allow further refinement and budget discussions.

H. REVIEW interim organizational financials as of January 31, 2019.

Scott Rowitz reported on the financials. Key information presented:

- As of 1/31/19 the bank account balance is \$12,000
- Accounts receivable of \$25k which is the fundraising pledge from JMA, which has
- Accounts payable balance of \$21,000 to Cox Castle for legal expenses
- A current liability of \$300k to YBCBD for the start-up loan

I. RECEIVE UPDATE/DISCUSS interim fundraising.

Cathy Maupin reported that \$350,000 is the estimated target for paying back YBCBD loan and raising \$50,000 additional to support startup costs if all the expenses occur as expected due to the timing of the lease and extensions.

The Fundraising Committee met to discuss fundraising.

The Board reviewed the list of contributors and contributions to date and there was a suggestion to request the previous contributors to consider recontributing.

John Elberling mentioned that the Conservancy needs to take strategic action as far as approaching stakeholders. The Fundraising Committee will convene to further discuss and plan.

J. ADJOURN TO CLOSED SESSION

- a. DISCUSS process to hire Executive Director.**
- b. REVIEW/DISCUSS/APPROVE draft lease and negotiations with the City.**

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

Add to agenda for next board meeting to form committee to determine next steps for process to hire Executive Director.

John, Sean, Deborah and Ken tasked to do assessment, review job description and come back to next meeting with recommendations.

N. ADJOURN

The meeting was adjourned at 1:10 pm.