**Russian Hill Neighbors Board Meeting**

**Home of Carol Ann Rogers**

**Monday, February 5, 2018**

**Attendance**

* **Attended:**  Sarah Abbott, Bob Bluhm, Lorena Calcagni, Greg Carr, Phoebe Douglass, Al Greening, Joyce Kucharvy, Laurie Petipas, Greg Polchow, Jovanne Reilly, Carol Ann Rogers, Julia Strzesieski,
* **Absent:** Richard Cardello, Judy Junghans, Tracey Katayama, Matthew Mansfield, Mike Moylan, Monique Olivier, Lucretia Rauh, Christine Welland, Steve Taber, Tina Moylan, Tim Covington, Helen Doyle, Tracy Jaquier,

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Thank you to Joyce Kucharvy for hosting the Board meeting and to Joyce and Greg Polchow for providing a lovely dinner.

**Meeting Called to Order at 7:02pm**

The meeting was called to order by the Chairperson Carol Ann Rogers. Sarah Abbott, Families With Children, served as secretary in place of Secretary Monique Olivier.

**Executive Committee Reports**

**Chairperson’s Report (Carol Ann Rogers):**

* *Annual Retreat* will be on Saturday, July 14, 2018. Reminder to board members to please submit suggested topics for retreat by email to Acting Chair.
* *Annual Meeting discussion*. Hopefully board members reviewed the summary overview sent separately. Perhaps we should start the meeting earlier (around 5:30) and finish by 8:30. Perhaps we could have less time for dinner and conversation at the beginning. Safety Committee would like to have a strong showing of the committee, such as a table where the committee could hand out printed materials and try to get people to sign up to assist with neighborhood safety.
* *Approval of RHN participation in VNCNC (Van Ness Corridor Neighborhoods Council).* Chair sent a revised document separately andhopes everyone read the revisions. It will go before VNCNC at a meeting on February 6, 2018 (tomorrow) and so far no one has objected. Two board members will attend the meeting where VNCNC will vote to approve the revised document. **Moved, Seconded, Carried**: **To approve the revised VNCNC document.**
* *Committee recruitment discussion*. Chair sent a spreadsheet of potential committee members and committee chairs were queried as to whether they had reached out to interested people and what the response was. A discussion ensued about the importance of attempting to contact and engage people who expressed committee interest, as it is frustrating for interested people who never hear from us.
* *Bylaws Review*. The Executive Committee has determined that there are likely items that need to be amended or omitted from our by-laws, for example where the by-laws are overly specific. Steve Taber has agreed to review the by-laws and serve as the point person on this issue. Carol Ann Rogers has reviewed them and sent him her suggestions. Everyone on the board is encouraged to do the same. The by-laws may only be amended at the annual meeting, upon board approval and with six days prior notice, so it is timely to make these determinations now.
* *Welcome Secretary and baby*! RHN gave a small gift. Baby and family are doing well.

**Treasurer’s Report (Jovanne Reilly):**

* *Financial Reports were emailed under separate cover.*
* There are a few more memberships coming in. Membership Chair will send out a membership solicitation postcard and then we will see what happens.
* RHN received a $500 donation for a film shooting and have gotten other such donations this year. This is in exchange for RHN assistance with with door to door notices.

* The Treasurer needs to finalize a budget by the end of the fiscal year so committee chairs should be thinking about how much to request for the coming year.
* RHNs a Cole Hardware gift card for $81 and the board should figure out how to spend it. Social, Parks or Families With Children could potentially have a use for it.

**Secretary’s Report**:

* + Joyce moved for approval of the minutes from the February board meeting.**Moved, Seconded, Carried: To approve the board minutes from February:**

**Committee Reports**

* **Social (Joyce Kucharvy):** The board had no comments on the social committee’s written report. A member of the committee is on the board of the American Institute of Wine and Food and would like to put together a table for RHN at their dinner event at Pesche. The board had no objection.
* **Communications (Carol Ann for Mike Moylan):** Chair sent a written report and will send an e-blast to membership later this week. If board members would like something included they should get it to him by Thursday at noon.
* **Families with Children (Sarah Abbott):** Chair will send an e-blast to her separate email list and would like ideas on what to include. She would also like the board to consider making a monetary donation to Yick Wo, Russian Hill’s only public elementary school.
* **Membership (Tracey Katayama per written report):** – “*Renewals are still coming in and we've received more than 280 of them.  While that is a lot, the renewal rate right now is 60%.  The second round of Merchant letters will go out next week.  The second round of Household renewals will go out after we see what the response is to the postcard.   I look forward to seeing you all in April.”*  Board members approved a sample of the postcard that will go out to all households/addresses in certain mailing zones.
* **Safety (Carol Ann Rogers for Tina Moylan)**: For the meeting, we may have the Chief of Police and the Mayor so it will be somewhat like a panel. Perhaps it would be beneficial to have cards for questions to be prepared in advance.
* **Nominating (Carol Ann Rogers for Tina Moylan):** The nominating committee has been in touch with individuals to renew their board membership terms and will have an update at the next board meeting. The board should be cognizant that the communications director is stepping down.
* **Neighborhood Improvement (Greg Polchow):**

The street cleaning survey has been very successful with 160 responses so far. Eighty percent of respondents are in favor of mechanical street cleaning. The Committee Director will put the survey on NextDoor.com and on the website and also send it to the Families With Children separate mailchimp list. The city has a program for neighbors to “adopt” catch basins so that they do not back up or flood and it makes things look clean if the corners are clean.

The board also positively discussed an upcoming neighborhood tree planting sponsored by Friends of the Urban Forest. The trees will be free but they need to establish a watering program. To encourage homeowner participation and collaboration, they will pass out flyers and advertise it but it is unclear when this will happen. All open and empty tree wells will be replaced.

There will be a quarterly sweep on March 24th.

* **Parks (Lorena Calcagni)**: The Fay House group meets four times per year to talk about the upkeep of the house and its potential use, but the decision-maker from Parks and Rec usually does not show up so there is little that can be done as the house was bequeathed to the city. However the Thomas Church gardens are historic and well maintained. It was noted that RHN has money earmarked for Fay Park, but the amount is insignificant in terms of what is needed to restore the house. The San Francisco Art Institute was interested but could not get an appropriate lease and there are zoning issues. RHN will send a thank you note to people who donate directly to the fund for Fay House.
* **Coalition for San Francisco Neighborhoods (Matthew Mansfield per written report):** There is concern in the historic preservation community about new legislation SBA 227, and there have several recent amendments to the proposal. This will not come up for vote until fall and RHN need not take a position now.
* **Merchant (Julia Strzesieski):**

Committee chair’s intern canvassed Hyde street to try to get merchants to sign up as members.

The Polk Merchants reached out to Philz Coffee, which is proposing a new coffee shop on Polk Street, and there may be a meeting with merchants on 3/20. Philz also reached out to DZLU and the feeling is that we have sufficient information for now.

There was a discussion about the merchant perspective on Polk Street upgrades, and whether there is a business impact. The board also had a discussion about fining owners of empty storefronts.

* **Transportation (Steve Taber):** No report.
* **DZLU (Bob Bluhm):**

A complete DZLU report was sent to Board members by the committee separately. The board was reminded that they still need people to write individualized letters on behalf of Whole Foods, a there is a conditional use hearing tentatively set for 3/29.

DZLU members went to a planning department meeting to meet with a group writing special area guidelines for Polk/Pacific which are parallel to urban design guidelines. The department will send an early draft of whatever they come up with and DZLU will provide comments.

* **Broadway Tunnel Greening:** No report.

**Old/Ongoing Business:** None requested.

**New Business**: The board should start to brainstorm needs/funding priorities for unrestricted funds available from the 2017-2018 fiscal year.

* One idea a member presented is for RHN to assist in organizing a NERT training. Perhaps RHN could provide a donation to cover the cost of an event space rental for the training. RHN to reach out to Yick Wo and see if it would be possible to use the school space for the training in exchange for a contribution to the school.
* Another possibility is to find an opportunity for naming rights as Francisco Park is developed.
* The board could also consider a further contribution to undergrounding efforts.
* Macondray Lane gate needs repair and perhaps RHN could help fund that repair.

**Meeting Adjourned at 8:45pm.**

Minutes taken by Sarah Abbott on behalf of Monique Olivier, Secretary.

**Upcoming RHN Events**

* Monday, April 2, 2018 – Board meeting at the Moylans’ home (1450 Greenwich Street), co-host Sarah Abbott