

RCPC ROCKRIDGE COMMUNITY PLANNING COUNCIL

◇ 5245 COLLEGE AVENUE PMB 311 ◇ OAKLAND, CALIFORNIA 94618 ◇ 510 - 869-4200◇ www.rockridge.org

BOARD OF DIRECTORS MEETING January 2009 MINUTES Thursday, January 8, 2009, 7:00 PM Rockridge Library

Present: Stu Flashman, Jon Gabel, Bill Kaufner, Colby Lavin (7:10), Joan Martin, Ronnie Spitzer, Katy Taylor, Danica Truchlikova

Absent: Jason Burke, Annette Floystrup, Doug Patton, Ellen Peterson

Guests: Don Kinkead (7:10), Robert Sajan (7:10), Susan Montauk (8:20-8:45), Susan Shawl and Nancy McKay (8:20-9:15)

Meeting called to order at 7:07 with a quorum present.

Item 1: Administrative

- A) Approval of December meeting minutes.

MOTION: Move to approve minutes of December 4, 2008 BOD meeting. *Motion:* Truchlikova
Second: Spitzer. *In favor:* Flashman, Gabel, Lavin, Martin, Spitzer, Truchlikova. *Abstained:*
Kaufner, Taylor (not present at December meeting). *Motion passed.*

- B) Approval of corrected September 2008 minutes.

MOTION: Move to approve corrected minutes of August 7, 2008 BOD meeting (modify the official Rockridge boundary in the bylaws and not in the redbook as stated). *Motion:* Spitzer,
Second: Taylor. *Motion carried unanimously.*

- C) The chair commented that some meeting materials were uploaded on the website too late for the board members to read prior to the meeting.

MOTION: Move to keep on the agenda all items submitted after the Monday deadline. *Motion:*
Spitzer, *Second:* Martin. *Motion carried unanimously.*

- D) Approval of Executive Committee decisions

MOTION: Move to affirm Executive Committee decision to renew our liability insurance with our current carrier. *Motion:* Martin, *Second:* Spitzer. *Motion carried unanimously.*

MOTION: Move to affirm Executive Committee decision to issue an “Eleventh Hour” fundraising appeal. *Motion:* Lavin, *Second:* Truchlikova. *Motion carried unanimously.*

MOTION: Move to affirm Executive Committee decision to authorize Ronnie to meet with Chris Jackson, RDA facilities person, regarding installation of bike racks on College. *Motion:* Kaufner, *Second:* Lavin. *Motion carried unanimously.*

MOTION: Move to affirm Executive Committee decision to approve submission of an Op-Ed piece authored by the Fourth Bore Coalition to the S.F. Chronicle and Sacramento Bee. *Motion:* Taylor, *Second:* Truchlikova. *Motion carried unanimously.*

E) Update on LUC and Board applicants

The chair reported that he received three inquires about the Board, one definite yes, two maybes; three for the LUC, one definite yes, two maybes. One applicant is interested in both Board and LUC positions. For the current vacancy on the Board, Stu contacted applicants interviewed by the Board last year; Dr. Andrew Charman is still interested. Such appointment will be temporary, he will have to stand for the election in April.

MOTION: Move to appoint Dr. Andrew Charman to the Board vacancy contingent on Jason Burke's official resignation from the Board. *Motion:* Spitzer, *Second:* Lavin. *Motion carried unanimously.*

F) Consent calendar reports

- a. FORL: No report.
- b. Schools: Bill Kaufner reported on oratorical competition planned for the Martin Luther King Day at the Claremont Middle School where he will be one of the judges; and on coming community meeting at the Claremont School subject of which is "make Claremont the school of choice". Bill will attend.
- c. Land Use (Rockridge Montessori, application for chiropractor office on the first floor along College Avenue, citywide rezoning process). No new action at this time.

Item 2: Communications Items

A) Website redesign

Jon Gabel reported that he received content write-up from Don Kinkead and Bill Kaufner.

John Gabel and Colby Lavin prepared reports submitted prior to the meeting. Colby started his presentation with a suggestion of splitting the report into a non-technical and technical one. The Board felt that this would not work as the two websites have to be looked at as a whole. The two reports were not written as a comparison of two systems. The discussion around the table made it clear that the Board was not ready to make a decision. Next step: Ronnie will draft a comparison chart with the help of consultants as a neutral source.

B) Tech Advise

MOTION: Move to authorize Ronnie Spitzer as a RCPC representative to sign-up for a free two-hour technology advice from an expert at the Nonprofit Technology Conference held in April in San Francisco. *Motion:* Spitzer, *Second:* Lavin. *Motion carried unanimously.*

Item 3: Financial

A) Bookkeeper

Joan received 5 applicants; she interviewed four of them and works with one currently. Joan concluded that three candidates possess accounting knowledge the job requires. These are: Craig Garman, Denise Bouvert, Vera Houdek-Benes. Joan will check their references and will put out a recommendation before the next Board meeting.

MOTION: Move to authorize the Executive Committee to approve bookkeeper contract per recommendation of the treasurer and if necessary to authorize cost for a security check. *Motion:* Lavin, *Second:* Martin. *Motion carried unanimously.*

MOTION: Move to extend current bookkeeper contact on a month-to-month basis till the new contract is in place. *Motion:* Martin, *Second:* Lavin. *Motion carried unanimously.*

B) Financial statement

All RCPC organizations are in good financial health. PayPal donations stand at \$901. Annual year-end financial statement for 2008 will be published in the February issue of the Rockridge News.

Item 4: Susan's February duties and Kitchen Tour jobs

- a) The Kitchen Tour committee needs volunteers for the publicity committee, they do not need to be Board members. The committee needs to be in place by March. January Board packet included a write up of the publicity committee tasks and Board was asked to spread the word.
- b) Susan asked for Board volunteers to take up her tasks during her absence in February. Danica and Bill will bundle on February 6, Danica will deliver boxes, and Joan will collect mail and send classified ads to Don Kinkead.
- c) Board will discuss fundraising suggestion forwarded to Susan by Camille Reed at the next meeting.

Item 5: Committee Reports

A) Land Use Committee

a. Safeway

Board reviewed the letter drafted by Concerned Neighbors to the stakeholder meetings facilitator requesting equal time for community architects presentation as will be given for Safeway's presentation. If the proposal is not accepted, stakeholders community groups will have to decide on further course of action. There is consensus that community will not support 50K SF store.

MOTION: Move to give RCPC's approval to send the letter as drafted with addition of a request for a response prior to the meeting. *Motion:* Spitzer, *Second:* Taylor. *Motion carried unanimously.*

B) Traffic Committee

Ronnie reported that the committee needs a co-chair. She will introduce candidate Tegan Hoffman at the next Board meeting.

Item 6: Fourth Bore Coalition

No ruling from the judge as yet. Governor continues to press legislature to exempt Caldecott project from environmental review. Such action would invalidate the lawsuit as it stands; however it would be then transferred to a constitutional lawsuit. All environmental organizations came out against the proposal; the issue will be resolved in the legislature.

MOTION: Move to approve issue of RCPC e-News update within 5 days on Governor's request to legislators to exempt Caldecott project from environmental review as drafted with added contact links to elected officials. *Motion:* Spitzer, *Second:* Taylor. *Motion carried unanimously.*

Chabot and Claremont schools are asking for sound meter.

MOTION: Move to authorize purchase of a sound reader for the RCPC up to \$100. *Motion:* Taylor, *Second:* Lavin. *Motion carried unanimously.*

Item 7: Consultants contracts

A) Contract for Editing Services

MOTION: Move to approve contract for editing services as submitted with revisions agreed upon at the Board meeting and with added cost of living increase as included in the budget. *Motion:* Martin, *Second:* Truchlikova. *Motion carried unanimously.*

B) Contract for layout consulting services

MOTION: Move to approve contract for layout consulting services as submitted with added cost of living increase as included in the budget. *Motion:* Truchlikova, *Second:* Lavin. *Motion carried unanimously.*

C) Contract for advertising consulting services

MOTION: Move to approve contract for advertising consulting services as submitted with added cost of living increase as included in the budget. *Motion:* Truchlikova, *Second:* Lavin. *Motion carried unanimously.*

D) Contract for management consulting services

MOTION: Move to approve contract for management consulting services as submitted with added cost of living increase as included in the budget. *Motion:* Truchlikova, *Second:* Lavin. *Motion carried unanimously.*

Item 8: Rockridge News articles

Deadline for February issue is **January 22.**

Item 9: RCPC February Town Hall Meeting

Meeting will be held on January 15. The topic is RDA, guest Chris Jackson, meeting host is Colby Lavin

Item 9: February Board meeting agenda items

Following items were mentioned: Susan's fundraising suggestions; Yahoo Group content; report on free advice from Nonprofit Technological Conference; responsibilities of RCPC and its subgroups for financial issues.

Meeting adjourned at 10:30 PM.

Respectfully submitted by Danica Truchlikova, RCPC secretary.