



Executive Committee Meeting Minutes

Date: Sept 27th, 2016 from 6:00 to 7:31

Location: KONO office, 2301 Telegraph Avenue, Oakland, CA 94612

Present: Joseph Jung, Mike Thaler, Sonja Brooks,

Absent: Katherin Canton

Staff: Shari Godinez, John Eric

Guests: Kevin Davenport

<u>Subject</u>	<u>Discussion</u>	<u>Action</u>
1. Welcome and Establish Quorum	Quorum was established.	
2. Approve Executive Committee Meeting Minutes for August 16th, 2016	<p>The Executive Committee minutes for the August 16th 2016 meeting were motioned to approve by Mike.</p> <p>Sonja seconded, and all approved.</p>	<u>Approved:</u> Executive Committee Meeting minutes for August 16th, 2016 meeting
3. Review and approve financial reports August 2016	<p>Shari reported on KONO and Oak FF financials.</p> <p>KONO is close to budget for admin, under budget for marketing, economic development, and security and operations, and over budget for graffiti, paint, dumping fees, and for supplies.</p> <p>Payroll being listed under legal services was discussed. It was decided to remain the same.</p> <p>Mike motioned to approve the financial reports.</p> <p>Sonja seconded, given that we allow for more time to review the financial reports going forward.</p> <p>Mike approved. All approved.</p>	<u>Approved</u> Financial Reports for August 2016
4. Approve purchase of new Safety 1st Uniforms	<p>Shari brought this item to the Executive Committee because it was already over budget. She suggested members of Safety 1st should have 5-6 shirts each.</p> <p>Sonja asked if Lathan had provided pictures of each of the staff members. Shari said he had provided the names and pictures of the ambassadors on Flickr and an email was sent out regarding this. Sonja suggested we have a place in the office and website where staff members are identified.</p> <p>Mike motioned the approval of the budget for uniforms including shirts, jackets and embroidery.</p> <p>Sonja seconded. All approved.</p>	<u>Approved</u> Budget for uniforms <u>Action</u> Put up images of all staff on KONO website

<p>5 Discussion: Fundraiser event postponed; Volunteer Appreciation Event Nov. 10</p>	<p>There was not enough time to plan a Fundraiser event so it is postponed until Spring.</p> <p>The Volunteer Appreciation Event includes volunteers for the event, food vendors that donate to First Friday and businesses that have donated time, electricity and water to First Friday. Attendees should include Board members and City staff. It will take place in the Chapter 510 space.</p> <p>It was suggested that the event include KONO staff, particularly Safety 1st and having an appreciation for excellent performance. It was also suggested that the budget be adjusted to include more people to commemorate.</p>	<p><u>Action</u></p>
<p>6. Discussion: Review Board Member Nominations</p>	<p>Andrew Slakey is representing the Grant-Miller-John Cox Mortuary. Joseph and Shari had lunch with him and had a positive impression.</p> <p>Alan Wilk who attended the last Board meeting was the other nomination. He is a property owner on 29th St.</p> <p>The executive committee will make a recommendation to the Board.</p>	
<p>7. Discussion on lengths of meetings</p>	<p>Joseph agreed to intervene more to keep discussion on topic. Shari suggested to have Board members and attendees write down their questions and comments for the open discussion at the end of the meeting. Shari also suggested that when the meeting is going to go past the agreed upon limit, there should be a vote. If the vote is to stop the meeting, the remaining topics will carry over to the following meeting.</p>	
<p>8. Executive Director Updates</p>	<ul style="list-style-type: none"> • Set up a separate phone line for First Fridays which calls can be transferred to • A job opening has been posted for a Project Coordinator position. There has been 20 applicants so far. • Rachel sent back questions from the Fleishhacker grant • KONO is now sharing the bill of the new dumpster with the landlords • Trash cans were power-washed by Public Works 	
<p>9. Oakland First Friday Updates (John Eric Henry)</p>	<p>There has been an increase in the sponsorship drive. There have been challenges around staff changes and schedule changes. Currently, it is 90% full for the October First Friday event. John Eric suggested a scholarship.</p> <p>Shari and John Eric will be interviewed by an</p>	

	anchor from CBS on a morning show about the First Friday event.	
10. Set Oct.11, 2016 Board Meeting agenda	<ul style="list-style-type: none"> • Vote on Board nominees • Discussion: Developers 	<u>Action</u>
11. Open Discussion	Devon, the community liason under the council member Rebecca Caplin discussed how the city can get involved and see what they can do through policy changes. Shari mentioned how the City neglects basic services.	
12. Set Date and Time for next Executive Committee Meeting	The next Executive Committee meeting will be October 25 th , 2016 at 6pm	

Minutes by: Rachel Varaiya