

**MONTE SERENO SAFE ROUTES TO SCHOOL**  
**17010 Roberts Road, Los Gatos, CA 95032**  
[www.lgsaferoutes.org](http://www.lgsaferoutes.org)  
**Tax ID # 81-3709577**

**REGULAR BOARD MEETING**

**MINUTES**

**DATE: Tuesday, October 12, 2021**  
**3:30pm-5:00pm**

**LOCATION**  
**Video Conference**

**I. CALL TO ORDER**

*President, Rob Stephenson called the meeting to order at 3:34*

**II. ROLL CALL**

*Present:*

*Matt Morley – Town of Los Gatos Designated Director*

*Patty Charles– Secretary/Executive Director*

*Terese McNamee - LGUSD Designated Director*

*Jessica Kahn - City of Monte Sereno Designated Director*

*Alex Chapman – LGSUHD Designated Director*

*Karen Briones - Member of public*

*Rob Stephenson - President of the Board*

*Greg Borromeo - Los Gatos Police Department*

*Wendy Riggs - SR2S Coordinator*

*Not Present*

*Mark Silver – Chief Financial Officer, Hillbrook Designated Director*

**III. APPROVAL/AMENDMENTS TO THE AGENDA**

*Motion: Terese McNamee made a motion to approve the agenda.*

*Seconded by Karen Briones*

*Motion Passed*

**IV. PUBLIC COMMENT**

*No public comment presented.*

**V. CONSENT AGENDA**

*Motion: Terese McNamee made a motion to approve the consent agenda.*

*Seconded by Karen Briones*

*Motion Passed*

**a. Board Meeting Minutes - September 7, 2021**

The September 7, 2021 Board meeting minutes are presented to the Board for approval and action.

*Regular meeting minutes September 7, 2021 approved*

**VI. ACTION ITEMS**

- a. Expansion of Board** - *Rob Stephenson noted that we will need to address the expansion of the Board when we have 100% of board attendance as stated in the bylaws*
- b. 2020/2021 MOUs** - *Rob Stephenson & Patty Charles led a discussion about collection of the 2020/21 MOUs noting that collection was low and whether this was due to covid and should be waived. Designated members of the board noted they were fine with paying the MOUs as intended. No action necessary*
- c. Bel Gatos Park Event**  
*Rob Stephenson noted that there was an event on October 23rd at Bel Gato Park to encourage activity and health. Rob was wondering if Safe Routes to School would like to have a booth at the park. Wendy Riggs noted that she was not available and it was too late to organize volunteers. It was decided to get the schedule of events for Parks in Los Gatos and see if SR2S would be able to attend future events.*

**VII. Reports**

- a. Board of Directors**
  - i. President** - *no additional update*
  - ii. Chief Financial Officer** - *Mark Silver not present - no update*
  - iii. Board of Directors** - *no additional update*
- b. Police Department Liaison** - *Greg Borromeo noted he was getting input from schools outside the LG District asking for Safe Routes assistance. Karen Briones noted that he could find contacts for the other districts at the Santa Clara County Safe Routes contact.*
- c. Directors of Parks and Public Works** -  
*Matt Morley gave a brief update for Los Gatos noting various road works projects currently underway and coming in the future.  
Jessica Kahn - updated on a few project underway in Monte Sereno*
- d. SR2S Coordinator** - *Wendy Riggs updated the board on her recent activities and calendar for the year. She presented some interesting statistics from surveys taken at all of the schools around bikes and carpooling. She also discussed the update to the Measure B planning.*
- e. Executive Director** - *Patty Charles noted that she received confirmation that the CA filing for Rob Stephenson's position as president was complete. She complimented Wendy on her job completing over 7 bike rodeos at the elementary schools. Patty also noted that she was working on some Measure B compliance and metric ideas with the town of LG and the city of Monte Sereno and the SR2S coordinator.*
- f. LGHS Representative** - *Alex Chapman noted there would be a bike to breakfast at LGHS on October 20th. He also noted that the bike cage was very full. It was noted that perhaps creating another bike cage could be considered.*
- g. LGUSD Representative** - *Terese McNamee had no additional update.*

*Meeting adjourned at 4:45*

## **VIII. FUTURE MEETING DATES**

### Regular Meetings

February 8, 2022 - 3:30- 5:00pm - Board of Directors Regular Meeting - TBD

May 10, 2022 - 3:30- 5:00pm - Board of Directors Regular Meeting - TBD

### Special Meetings

November 9, 2021 - 3:30 - 5:00pm - Board of Directors Special Meeting - TBD

January 11, 2022 - 3:30 - 5:00pm - Board of Directors Special Meeting - TBD

March 8, 2022 - 3:30 - 5:00pm - Board of Directors Special Meeting - TBD

April 13, 2022 - 3:30 - 5:00pm - Board of Directors Special Meeting - TBD

June 14, 2022 - 3:30 - 5:00pm - Board of Directors Special Meeting - TBD