

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

DATE: Tuesday, April 5, 2022  
3:30pm-5:00pm

LOCATION  
Video Conference

1. CALL TO ORDER

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

2. ROLL CALL

*Present:*

**Patty Charles** – Secretary/Executive Director  
**Mark Silver** – Chief Financial Officer, Hillbrook Designated Director  
**Bill Selak** - Hillbrook Designated Director  
**Terese McNamee** - LGUSD Designated Director  
**Jessica Kahn** - City of Monte Sereno Designated Director  
**Rob Stephenson** - President of the Board  
**Karen Briones** - Director - Member of Public  
**Greg Borromeo** - Los Gatos Police Department  
**Wendy Riggs** - SR2S Coordinator  
**Ying Smith** - Town of Los Gatos  
**Maria Ristow** - Vice - Mayor

*Not Present -*

**Alex Chapman** - LGSUHD Designated Director

3. APPROVAL/AMENDMENTS TO THE AGENDA

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

*Seconded by Rob Stephenson*

*Motion Passed*

4. PUBLIC COMMENT

*No public comment presented.*

5. CONSENT AGENDA

*Motion: Rob Stephenson made a motion to approve the consent agenda.*

*Seconded by Mark Silver*

*Motion Passed*

**a. Board Meeting Minutes - February 8, 2022**

The February 8, 2022 Board meeting minutes are presented to the Board for approval and action.

*Regular meeting minutes February 8, 2022 approved*

## 6. ACTION ITEMS

- a.** Departure of Matt Morley- Rob Stephenson noted that Matt Morley from the Town of Los Gatos has left his position. It is a great loss for Los Gatos Safe Routes to School. The town has assigned Tim Borden as a replacement on this board until a replacement for Matt's position can be found. There was a discussion about sending a recognition to Matt for his service of LG MS SR2S.
- b.** 2022-23 BOD Meeting Schedule Draft for Review- Patty Charles shared the draft of a calendar for 2022-23 Board Meetings. There was discussion around dates and special meeting notifications. Also it was determined that the regular meetings will be held in person next year with the special meetings being scheduled on Zoom. Patty is going to edit the calendar as discussed and finalize it.
- c.** Program Update - Wendy Riggs gave an update on the safe routes to school programs - highlighting the success of the new Preschool Balance Bike Program that has been rolled out at 2 preschools. There was discussion about the Bike Skills classes that are full. Wendy noted a few events on the calendar going forward highlighting the BMX assemblies and key events in need of volunteers.
- d.** Budget Planning for 2022-23 - Wendy Riggs did a review of Attachment 4 (Budget Overview Draft 2022-2023) highlighting areas for discussion. There was discussion on the revenue numbers that will be finalized offline and some expense items were discussed. The Board has been asked to further review the budget so we can get edits in time for approval at the annual meeting in May.

## 7. Reports

- a.** Board of Directors
  - i.** President - Rob Stephenson noted that he had a request for a crossing guard at the highschool. It was determined that the police and LGHS should be involved to determine the need for crossing guards at the HS.
  - ii.** Chief Financial Officer- no update
  - iii.** Board of Directors - no additional update
- b.** Police Department Liaison - not present
- c.** Directors of Parks and Public Works -

Los Gatos - Ying Smith mentioned the highway 17 pedestrian bridge project is underway and could use support from SR2S and the community.

City of Monte Sereno - Jessica Kahn provided no update.

- d. SR2S Coordinator - No additional update
- e. Executive Director - Patty Charles thanked Ying Smith and Maria Ristow for volunteering to help with the Bike Skills Class. The class has been very successful and is over prescribed. Also the new Preschool Balance Bike Program is successful with many 2-5 year olds riding bikes for the very first time.
- f. LGHS Representative - not present
- g. LGUSD Representative - Terese McNamee noted that there is going to be construction at all school sites from now through the summer that may affect the traffic flow at the various sites. .

*Meeting adjourned at 4:56*

## **8. FUTURE MEETING DATES**

### Regular Meetings

May 10, 2022 - 3:30- 5:00pm - Board of Directors Regular Meeting - City Offices Miles blvd

### Special Meetings

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