

MONTE SERENO SAFE ROUTES TO SCHOOL
17010 Roberts Road, Los Gatos, CA 95032
www.lgsaferoutes.org
Tax ID # 81-3709577

ANNUAL MEETING
BOARD OF DIRECTORS

DATE: Tuesday, May 10, 2022
3:30pm-5:00pm

LOCATION
Los Gatos Public Works
41 Miles Ave.

1. CALL TO ORDER

President, Rob Stephenson called the meeting to order at 3:35

2. ROLL CALL

Present:

Rob Stephenson - President

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

Alex Chapman - LGSUHD Designated Director

Karen Briones - Director - Member of Public

Justin Millroy - Los Gatos Police Department

Wendy Riggs - SR2S Coordinator

Ying Smith - Town of Los Gatos

Tim Borden - Town of Los Gatos

Not Present -

Bill Selak - Hillbrook Designated Director

3. APPROVAL/AMENDMENTS TO THE AGENDA

Motion: Karen Briones made a motion to approve the agenda.

Seconded by Rob Stephenson

Motion Passed

4. PUBLIC COMMENT

No public comment presented.

5. CONSENT AGENDA

Motion: Karen Briones made a motion to approve the consent agenda.

Seconded by Rob Stephenson

Motion Passed

a. Board Meeting Minutes - April 5, 2022

The April 5, 2022 Board meeting minutes are presented to the Board for approval and action.

Regular meeting minutes April 5, 2022 approved

6. ACTION ITEMS

- a. LG-MS SR2S Appointment of Board Members and Term Renewal** - the Board reviewed the term list for all members. Mark Silver requested that another person be designated Chief Financial Officer as Bill Selak is taking over as Hillbrook Designated Director in 2022-23. Terese McNamee put herself forward as a possible CFO for the Board. The Board determined that Terese would be a fabulous CFO.

Motion: Rob Stephenson made a motion to approve the Board of Directors Term List and to nominate Terese McNamee as our new CFO.

Seconded by Jessica Kahn. A vote was taken and there was unanimous approval by all present board members.

- b. 2022-23 BOD Meeting Schedule Calendar**- Patty Charles shared the calendar for 2022-23 Board Meetings. It was edited as discussed at the April Board meeting. Including regular meetings being in person and special meetings being on Zoom.

- c. 2022-23 Budget Review and approval** - Wendy Riggs reviewed the budget with the BOD. There was discussion around the 5 year plan and sustainability of the program over time as a focus for the BOD to continue to review. Ying Smith requested a couple footnotes on the Budget around Measure B funding. Overall the 2022-23 budget looked excellent.

Motion: Terese McNamee motioned that the 2022-23 budget be approved.

Seconded by Karen Briones A vote was taken and all BOD members approved the budget.

- d. 2021-22 Safe Routes to School Review** - Wendy Riggs did a review of the SR2S program this year looking through metrics and growth. The program has grown and taken new shape as we roll out our new programs with Measure B. The Board was very happy to see such great momentum in 2021-22 after some slow Covid years. Lots of praise was given to Wendy Riggs.

7. Reports

- a. Board of Directors
 - i. President - no update
 - ii. Chief Financial Officer- no update
 - iii. Board of Directors - no additional update
- b. Police Department Liaison - Justin Millroy discussed a few items the Police Department is addressing. One area is the misuse of electric bikes. the PD is focused on working with the public.
- c. Directors of Parks and Public Works -
Los Gatos - Ying Smith updated on Los Gatos initiatives
City of Monte Sereno - Jessica Kahn discussed some Monte Sereno initiatives.
- d. SR2S Coordinator - Wendy presented the BOD with the most recent calendar for 2022-23. It was very impressive.
- e. Executive Director - Patty Charles thanked Wendy Riggs for all of her hard work in her first year at Safe Routes to School and presented her with flowers and a thank you card from the BOD.
- f. LGHS Representative - Alex Chapman provided a brief update on the high school and year end activities. It was noted that the superintendent is leaving at the end of the school year.
- 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

August 9, 2022 - 3:30pm - 5:00pm - Board of Directors Regular Meeting - in person tbd

October 11, 2022- 3:30-5:00pm- Board of Directors Regular Meeting - in person tbd

February 7, 2023 - 3:30pm- 5:00pm Board of Directors Regular Meeting - in person TBD

May 9, 2023 - 3:30-5:00pm Board of Directors Regular Meeting - in person TBD

Special Meetings

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

September 6, 2022- 3:30 - 5:00pm - Board of Directors Special Meeting - Zoom

November 8, 2022 - 3:30-5:00pm - Board of Directors Special Meeting - Zoom

January 10, 2023 - 3:30-5:00pm - Board of Directors Special Meeting - Zoom

March 7, 2023 - 3:30-5:00pm - Board of Directors Special Meeting - Zoom

April 4, 2023 - 3:30-5:00pm - Board of Directors Special Meeting - Zoom
June 13, 2023 - 3:30-5:00pm - Board of Directors Special Meeting - Zoom