

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

REGULAR BOARD MEETING

MINUTES

DATE: Tuesday, February 7, 2023  
3:30pm-5:00pm

LOCATION  
LGUSD District Offices

- I. CALL TO ORDER
- II. ROLL CALL: In attendance Terese McNamee, Karen Briones, Rob Stephenson, Bill Selak, Nicolle Burnham, Wendy Riggs, Kalipo Kauwelo, Patty Charles,
- III. APPROVAL/AMENDMENTS TO THE AGENDA
- IV. PUBLIC COMMENT

Members of the public are always welcome at meetings. Individuals wishing to address the members of the Board regarding agenda items may do so when an item is under consideration. Oral communications regarding items not on the agenda may be made during the Public Comment opportunity listed on the agenda. Board members would appreciate it if you would identify yourself by name and address when addressing the Committee and limit your comments to three minutes. Individuals requiring special accommodation, including but not limited to an American sign language interpreter, accessible seating or documentation in accessible formats, should contact the Business office at least two working days before the meeting date.

- V. CONSENT AGENDA

Information concerning the consent items listed below has been forwarded to each Board member prior to the meeting for study. All items on the consent agenda will be approved with one motion which is not debatable and which requires unanimous vote for passage. If any member of the Board so requests, an item shall be removed from the section and placed on the regular order of business following the approval of the consent agenda.

- a. Board Meeting Minutes - November 16, 2022  
The November 2022 Board meeting minutes are presented to the Board for approval and action and were approved unanimously.  
Motion to approve: Karen Briones 2nd: Kalipo Kauwelo

- VI. REPORTS

- a. Board of Directors
  - i. President : Defer to later
  - ii. Chief Financial Officer: Bank signers were changed at the bank to include Terese, Rob and Wendy. Patty Charles was removed.
- b. Police Department Liaison: Sgt Kalipo discussed the police presence at the schools and a focus on enforcement around schools.
- c. Directors of Parks and Public Works
  - i. Los Gatos: Working on various project bids. New employee Tracy Wang, Mobility and Transportation Manager
  - ii. Monte Sereno: No report

- d. SR2S Coordinator: February 15th Crossing Guard Appreciation Day, April 23rd Spring into Green, Champions Meeting occurred on Feb 2nd - working on Earth Week activities.
- e. LGHS Representative: 2nd bike rack install - summer construction, target safety and e bikes
- f. LGUSD Representative: No report
- g. Hillbrook Representative: working through some traffic management issues.

## VII. ACTION ITEMS

- a. Mission & Vision Discussion - Rob Stephenson
  - i. Reviewed the current mission and vision statements - everyone was happy that they are both still in line with the organizational goals. No change necessary
- b. Organizational Structure and Future Vision - Rob Stephenson
  - i. With the departure of Patty Charles from the position of Executive Director and Secretary- a discussion ensues about a long term plan and the need for more board members. A plan was put in place for the next six months to have Wendy Riggs function as the interim Executive Director. Karen Briones will become the secretary. A motion was made by Rob Stephenson to make Wendy Riggs Interim Executive Director and Karen Briones Secretary. The motion was seconded by Terese McNamee. The board voted unanimously in favor of the motion.
  - ii. There was also discussion about updating the SR2S job responsibilities to include a description of a BOD member position, and a volunteer description.
- c. 2022-2023 Draft Budget review - Wendy Riggs
  - i. Wendy reviewed the draft budget. There was discussion about Air Quality testing, Carpooling Apps, and possibly more outreach to new schools for the 2023-2024 year which may entail changes to the budget.
  - ii. It was suggested that we should invest some of the cash balance to earn interest.

## VIII. FUTURE MEETING DATES

### Regular Meetings - In Person

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

### Special Meetings - on Zoom

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

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

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

