

Burlingame Hills Improvement Association, Inc.
Board of Directors Meeting
Monday, January 28, 2019, 7pm
Home of Steve Epstein and Tomas Zillmann
120 Tiptoe Lane

MINUTES

I. Call to order at 7:03 pm

Attendance:

Board members present: Amy Sanford, Don Dains, Guy Anthony, Jan Akers, Jon Lueders, Michael Corbett, Steve Epstein, Susan Dan, Tom Hayes

Board members absent: John Keller

Other's present: Gus Petropoulos, Daniel Dan, Frank Akers

II. Officers' reports

Secretary (Minutes from October 22, 2018, board meeting) Don makes a Motion. Second by Jan. Because several people haven't read the minutes, we decided not to vote until the next meeting.

Treasurer presented by Michael Corbett

Summary: Please see attachments sent

Most of our Expenses are from the Community Party; most income from the Community Party. The surplus from the Community Festival: \$903.00. This is the first year we have made money at the Community Festival. Our intent is not to make money.

We have a surplus in our total budget because we aren't spending to our plan because of lack of volunteers

Since we had a surplus of money at the Community Festival, it was suggested that we consider outsourcing help with set up and any additional arduous volunteer work

Report and reimbursements since last meeting (see attachments)

Budget report: YTD and since last meeting (see attachments)

Motion made by Susan to approve Financial Reports. Second by Jan . Motion carried.

President

Director Pam Zaragoza's resignation and subsequent vacancy

General outlook for our Association's 60th year-hoping we can mark this momentous occasion

III. Committee reports

Discussion

Susan had a question about the caches – where are they? Homeowners in the city know where they are. Now homeowners who live close to the caches will receive an email. We have 2 caches in the Hills. Maybe this is a good use of our excess funds? Could we buy more? Steve will send us a list of things that are in the cache. One cache is at Hillside and Adeline and the other is on El Prado.

Thanks to Jan and Frank for working on the small cell towers. There was a question about if there is an implicit promise that doing this will lead to 5G sometime soon? NO This is all about 4G

Very little has been done on the Utilities issue due to the fact that the County is being slow to respond to our Utilities Committee. We have had the second lowest rate increase in the County. Their default is to increase at 10% and our Utilities Commission pushes back!

IV. Old business

- Between-meeting motions: November 9, 2018, email vote on FY 2019 budget was approved unanimously

- Spring Board retreat: How do we use momentum generated by the Festival to grow our volunteer base? Leveraging our brand, connect businesses to our community with special offers, etc. and Plan for energizing our emergency preparedness effort
At the Retreat, we will Discuss Goals of the organization; and discuss to what extent do people want this to be an activist group?

Retreat: April 13-14, April 27-28 are possible dates. Steve will send out a Doodle poll to check everyone's availability. Amy will speak with her Dad who will facilitate our Retreat.

- Committee to plan special 60th-year Association activities: posting on the BHIA.org site (with key documents such as the path maps and sewer info) Steve suggested a brief bulleted email to members with link to the site for detail. This could also solicit ideas for 60th anniversary activities.

We discussed the possibility of Celebrating the 60th at the Annual Meeting

We decided to Revisit 60th Anniversary Celebration at the Retreat

Stone pillars (we need a resident/project manager to get a committee formed—about 8-10 have expressed interest in helping with this project)

- Jon: there has to be a logical approach about how we tackle the pillars

- Jon may be willing to lead this committee

- Items for future discussion:

- Neighborhood directories: generated online by members; opt in?

- Meals and gifts policy

V. New business

Discussion: Proposed plan for handling future community issues (see DRAFT of Procedure for handling issues as they arise in our community)

- We as an Association can't share biased information

- It solves the "Epstein bottleneck problem"

Volunteering is...

BHIA 12-step program for volunteerism (AKA "Levels of involvement")

Content areas and committees-our Association deals with many

Create a document with issues and solutions as they come up. Board Members will take turns tackling these problems as they arise.

Steve gave the example of a resident calling him when this resident had a flood in their home. The resident believed water was coming from a neighbor's home and wanted Steve to get involved. (The suggestion was made to give everyone a 60th Anniversary plunger!)

Model issue: Small and micro cell towers

New issue: security patrol-24 hours per day (because of the high crime rate .3% of homes are burgled) Michael will tackle this issue

Might be helpful to find out everyone who has a camera in the Hills. Do we want a list of people who have security cameras?

Discussion: Ideas for supporting the residents of Paradise: perhaps reach out to City Council and/or aid organizations-

Matching Gifts are a great way to double our efforts. We discussed using some of the Association's money to match resident's donations to local charities.

We agreed to continue this discussion at the Retreat

VI. Announcements

Please be sure that your calendar is marked for these important meetings!

Since we don't have a Festival this year and since many of our largest issues are behind us or are manageable, I am canceling our February and March Board meetings. It is likely that we will have a Board retreat sometime this spring.

April Board meeting: Monday, April 22, 7PM (6:30 social) unless this won't work due to it being Easter Monday. Location TBD. (Main topic: strategic planning) It will be in conjunction with our Retreat, so this date will most likely change.

Our Board meets only when necessary, which works out to be approximately 6 times per year. Board meetings are planned for the 4th Monday of each month, with exceptions in May (3rd Monday) and December (no meeting) and are canceled about 30 days in advance if not needed. Meeting dates are subject to change depending on availability of Board members on 4th Mondays.

61st Annual Meeting: Monday, November 4, in the Lane Room of Burlingame Library. Attendance is expected of all Board members.

VII. Adjournment: Jan made a motion to adjourn the meeting. Second by Don. Motion carries. Meeting adjourned at 9:12 pm.

Respectfully Submitted by,
Amy Sanford
BHIA Secretary