

Burlingame Hills Improvement Association, Inc.  
Board of Directors Meeting  
Monday, May 21, 2018, 7pm  
Kohl Mansion Boardroom

MINUTES

I. Call to order

Attendance:

Board members present: Amy Sanford, Art La Brie, Don Dains, John Keller, Guy Anthony, Nick Ho, Pam Zaragoza, Steve Epstein, Susan Dan, Tom Hayes

Board members absent: None

Other's present: Michael Corbett, Gus Petropoulos

II. Officers' reports

Secretary (Minutes from March 26, 2018, board meeting)

No Corrections Motion made by Don, Second by Tom. Motion Approved

Treasurer

Report

Income statement

Reimbursements since last meeting

New budget format: Michael has been a big help.

Motion made by Don to approve the Financial Reports. Second by Pam. Motion approved.

President

Lindsay Folk's resignation from the Board (due to recently increased workload)

General outlook for our Association is looking great!

III. Committee reports

Discussion about the role of Board Liaisons to the Community Party Leaders: Our role is to support the Team Leaders.

IV. Old business

Between-meeting motions: None

Budget committee recommendation for the 2018 Community Party budget

Guy noticed that Steve had not added in the additional revenue from inviting the total number of Burlingame Hills attendees. Then Steve noticed he had not included the additional expenses too. This Budget includes increased revenue and increased expenses from the people in the city. This Budget also includes additional postage for invitations.

Entertainment is the biggest line item in the Budget. We are in a new partnership with Music at Kohl Mansion, so our goal is for Music at Kohl Mansion to provide at least one stage of Entertainment from 1:30-4:00 pm. Steve wants to set aside \$3000 for that purpose. The Executive Director from Music at Kohl is working on getting us Entertainers for free.

Other than Entertainment and Communication, we can bring down expenses.

The hope is of attendees will increase with the number of increased invitations sent.

Susan made a Motion to vote on the Community Party Budget. Second by Don.  
Motion approved.

Items for future discussion:

Stone pillars (we need a resident/project manager to get a committee formed)  
Tom feels the pillars are deteriorating and something needs to be done soon  
Neighborhood directories (Steve needs to get his act together!)  
Meals and gifts policy

V. New business

Board retreat: we need two volunteers to organize it with Steve's support  
Discussion (if time permits): how do we avoid a Prop 218 sewer rate protest?

VI. Announcements

Next Board meeting: Monday, June 25, 7PM. Location TBD. Please be sure that  
your calendar is marked.

July 21, 8am-5pm: Amateur (HAM) radio class at Burlingame Recreation Center, 850  
Burlingame Avenue. This is the closest this class will take place for at least a year.  
Join John Keller as a licensed HAM radio operator.

VII. Adjournment at 7:00 pm

Motion made by Don to Adjourn. Second by Nick. Motion approved.

Respectfully Submitted,  
Amy Sanford