Burlingame Hills Improvement Association, Inc.  
Board of Directors Meeting  
Monday, January 25, 2021, 7PM  
Online using Zoom Software

# DECLARATION OF POLICY

To promote and foster the interests and welfare of the property owners of the sub-division known as Burlingame Hills unincorporated area, San Mateo County, California, and to preserve and protect their rights, as well as to safeguard the rural character and natural contours of that area.

MINUTES

I.    Call to order at 7:02 pm  
          Attendance online: Amy Sanford, Don Dains, Guy Anthony, Jan Akers, Jeani Delagardelle, John Barrett, John Keller, Michael Corbett, Steve Epstein, Susan Dan, Tom Hayes;

Others in attendance: Gus Petropoulos, President Emeritus

Absent: None

II.   Officers’ reports

Secretary (Minutes from September 28, 2020, Board meeting)

Motion to approve the Minutes made by Susan. Second by Jan. Motion approved. -Jeani abstains

Treasurer (see attached)-

Under-spending due to the pandemic and not being able to gather in groups

The Bar Graph incorrectly says 2019. Michael will change it to 2020.

Don makes a motion to accept the report as presented. Susan seconds. Motion carries.

III.   Committee/project reports

**Utilities Committee**-no update on the ordinance to repair private sewer laterals. Gus asked about a temporary utility (port-a-potty) that has been on Adeline Drive for over a year. Steve will look into it.

**Mercy High School**: Steve finally heard back from the Kohl Mansion events committee. Kohl did not provide dates or a specific price quote, but did say there is a 300 person maximum (we had 640 last year); They also said the cost to rent for 300 attendees is $14,500. If we only have 100 attendees, the cost is $12,500. We are uncertain if the maximum number of persons allowed is for the inside or for the entire event space. We had a discussion about a). holding an event at Kohl Mansion at such a high cost and b). hosting an event with such a large number of people in the Fall given the pandemic.

It was decided that we could pull together Neighborhood Parties quickly if we decide to host safe gatherings in the Fall.

Steve will chat with Caroline Romeo (on the Mercy Board) about the cost/maximum limit of people at Kohl Mansion

We will re-visit the topic in September regarding Neighborhood Parties

**Emergency Preparedness**

Covid Update for Burlingame Hills-the goal of the county is to vaccinate people age 50 and over in March.

John will do a bi-weekly report after the Covid Task Force meetings

John mentioned that it is very possible that we will have a smokey summer again with wildfires nearby

IV.    Old business

Between-meeting motions: none

V.     New business

**Discussion about relationship with Burlingame Neighborhood Network** (~15 minutes)

We received communication from BNN that they want to take control of the Disaster Drill that occurs in October. BNN operates under the assumption that they are in control of the Emergency Preparedness for all of Burlingame including the Hills. This brings up the question, where is Burlingame Hills and what area would BHIA be responsible for? We (BHIA) have a different approach to EP. BNN develops dedicated neighborhood experts for the Drills. We do mass marketing for a large turn-out to the drill. We have a large attendance rate at the Drill each year. In 2019, 1/3 of the people came from Burlingame Hills. BNN focuses on Earthquakes, BHIA wants to prepare for any emergency (earthquakes, fires, pandemics….

We discussed three possible scenarios: 1. BNN takes over the Drill 2. split BNN & BHIA jurisdictions and 3.BHIA manages all of the Annual Drill We had a-discussion about which scenario is the best for our Association. BNN wants Scenario 1, we have been doing Scenario 3

**Discussion about presidential transition** (~30 minutes)

Steve shared a list of all of the duties that he has performed over his 10 year tenure. It is impressive! Next steps are:

1. Board Members select responsibilities of interest
2. For unclaimed responsibilities, form ad hoc committee to review our core functions, prioritize responsibilities listed and determine what we can do as an Association
3. Board members review the findings of the ad hoc committee, make adjustments and additional assignments if needed. One Board member will then be asked to take on the official role of “President” with the understanding that the current President will assist with all or some of these responsibilities.

VI.    Announcements (5 minutes)

*NOTE: Board meetings take place on the 4th Monday of each month, except May,*

*when it is the 3rd Monday. The Board does not meet in December.*

February Board meeting: Monday, 2/22; 6:30 social, 7 PM call-to-order. Location Zoom

March Board meeting: Monday, 3/22; 6:30 social, 7 PM call-to-order. Location Zoom

Music at Kohl Mansion is still having Concerts: [music@kohl.org](mailto:music@kohl.org) Next one is this Thursday 1/28/21.

VII: Adjournment at 8:36 pm. Motion made by Michael. Second by Tom. Motion approved.

Respectfully Submitted by,

Amy Sanford

Secretary