



**Board of Directors Meeting
November 7th, 2017
Minutes**

Board Members in Attendance: Dan Mazzella, Tim Pruesener, Tony Franco, Amber Lighty, Mark Morris, Brian Dunlap, Tony Bayona

Staff in Attendance: Ann Condon, Sara Berns.

Guests in Attendance: Anthony George, Bill Marsh, Dianne Brittingham, Clayton Wheeler, Eve Anderson, Andres Garcia

D. Mazzella called the meeting to order at 12:07 pm

Public Comment:

E. Anderson shared with the group regarding the PROW program and stated that they recently did a PROW walk to see how many violations were happening. She suggested partnering with Code Compliance.

Additions to agenda:

None

Political Representatives

Mayor Faulconer- A. George reported on the construction happening on Ingraham Street and stated that there will be an audit done on the contract work that has been done on Ingraham and the City will correct any issues that come up from the audit.

Community Partners Reports

PB Town Council- B. Marsh reported that they received a notice from District 2 to notify them of any streets that are in need of repair and to list by priority. It would be due Nov 26th. The PBTC Installation dinner will take place on Jan 20th at the MBYC.

PBWC- D. Brittingham reported that the Casino Night went well, they were a little low on attendance and she will be back to report the final numbers. They are planning on increasing their allocation for community donations and the next fundraiser will be in April/Early May.

Minutes-

Dan Mazzella motioned to approve the September 5th 2017 minutes. T. Pruesener endorsed the motion. Motion passed 4/0/2 with T. Bayona and D. Cohen abstaining.

T. Pruesener motioned to approve the October 24th 2017 minutes. D. Mazzella endorsed the motion. Motion passed 4/0/2 with T. Franco and A. Lighty abstaining.

Financial Reports-

S. Berns reviewed the financials for August 2017 and September 2017. She went page by page to go over the details of the different classes, P&L, balance sheet, savings and special projects. September financials showed money from Beachfest coming in. T. Bayona motioned to approve the financials for August 2017. D. Cohen endorsed the motion. Motion passed 6/0/0. D. Mazzella motioned to approve the financials for September 2017. D. Cohen endorsed the motion. Motion passed 6/0/0.

Committee Reports

a.) Organization

- Andres Garcia reviewed the FY17 Audit and gave an unqualified opinion, which is the best you can get from an Audit. He stated the FY17 year was a very good year with increased net income of \$60K, up \$24K from the previous year driven by programs like the Farmers' Market and BACC. There was an increase in program expenses because in FY16 there was an allocation toward administrative costs for the Farmers Market but it is now 100% programs because the market manager takes on almost all the administrative duties. He found no findings or weaknesses and he has no recommendations. T. Bayona suggested investing some of our cash savings. T. Pruesener made a motion to approve the FY17 Audit and Filing of FY17 Tax Return. D. Cohen endorsed the motion. Motion passed 6/0/1 (M. Morris did not hear the entire report.)
- S. Berns announced there are 4 Board vacancies and advised the board to use their contacts to reach out to other business owners. T. Pruesener stated the owner of Tech Me Out would be interested. Clayton Wheeler from Board and Brew introduced himself to the group.
- S. Berns announced there was a business mixer on November 29th at Woodstock's Pizza and there will be a guest speaker, Robert Cowen CPA to talk about upcoming tax laws and information for businesses.
- S. Berns gave a couple of options to set a date for the Board Retreat. The board discussed different dates and times and decided January 26th works for most people. T. Franco made a motion to approve the date of January 26th from 9-3pm for the Board Retreat. D. Mazzella endorsed the motion. Motion passed 7/0/0.
- S. Berns announced committee requests for business award nominees and told the group to submit nominees for the Heart of PB, Best New Business and Design and Improvement awards.

b.) Planning and Vision:

- The group had a follow up discussion with the architect doing renderings. The group also had further discussions on the MAD and reviewed the previous plan. The farmers' market update

is that there were 2 permits that have been paid for. They submitted the one permit for Garnet and Bayard and the permit for Garnet is ongoing until August.

c.) Clean and Safe Committee

- S. Berns updated the group on the Lord of the Wings fundraising event which will be held on November 14th at the Karl Strauss Tasting room.

d.) Promotions

- T. Pruesener updated the group on the website update and the business directory has been finished. For next year's Restaurant Walk's the committee discussed getting larger banners and working with corporations and large groups with group discounts to bring more people in to the walks. He updated the group on upcoming holiday events including Christmas on Crystal Pier on December 2nd and The PB Holiday Parade on December 9th.

e.) Parking Advisory Board

- S. Berns stated that the next steps are to create a presentation on the survey outcomes to bring to and send to all the organizations and community groups.

CEO Report: S. Berns presented the RHI conference that will be happening in February in New Orleans. Registration is \$600 and the City reimburses the costs. D. Cohen made a motion to approve S. Bern's attendance to the RHI Annual Conference with a cap of \$2K on expenses. T. Franco endorsed the motion. Motion passed 6/0/0.

Meeting Adjourned 1:28pm