

**College Area Community Planning Board (CACPB) and College Area Community Council (CACC)
Minutes from the Annual Retreat: May 2, 2020, 9:00 a.m.
Held: on line via ZOOM**

P	Jose Reynoso	President	A	Andrew Gade
P	Jim Jennings	Vice President	P	Robert Higdon
P	Ann Cottrell	Secretary	P	Tom Hilantro
P	John Putman	Treasurer	P	Chris Luna
A	Rachel Gregg	SDSU Appointee	P	Robert Montana
A	David Gamble	SDSU AS Appointee	P	Ja'Mar Montgomery
A	Jim Schneider	BID Representative	P	Troy Murphree
P	Saul Amerling		P	B.J. Nystrom
P	Ellen Bevier		A	Jerry Pollock
P	David Cook		P	Tom Silva

I. Meeting Called to Order: 9:08 a.m.

II. Election by the board to fill vacant seat for term expiring in 2021.

I nominate Tom Hilantro who is eligible: Reynoso, S: Silva Y: 15 N:0 A: 0

III. Election of Board Officers

Move to reelect current officers who have all agreed to serve: Reynoso, S: Silva Y: 15 N:0 A: 0

IV. Consideration of Budget for FY 2020-2021 Putman

A. 2020-21 Budget items

1. Budget line items are generally kept the same as previous year. We decide if we want to change amount in each line. Last year Community Plan Update was added as a line item.
2. This report does not include \$1,500 loan repayment by College Area Community Coalition which will be in this year's budget.

B. Relation between CAC Council (Council) and CAC Coalition (Coalition)

1. Coalition collects all income & funds projects. Council is a Coalition project, so funds are transferred to the Council.
2. The Coalition has its own board.

C. Proposed Liability Insurance.

1. We need liability coverage for proposed activities that might be undertaken by a campus coalition with Associated Students. It would cover the Coalition Board as well because the board approves projects. Insurance must be bought by the Coalition as it, not Council, is a 501 c 3, & able to purchase such insurance.. The Council Board is already covered by the city.
2. Type and cost of liability insurance
 - a. The Coalition will purchase the insurance & it will be passed through to the Council budget. It will appear in both budgets, always the same amount,
 - b. At this point we are approving the move to explore getting insurance. An agent will tell us what kind we need, likely costing \$900-\$1,000 per year. A Coalition Board

meeting will be convened to discuss & agree on insurance purchase.

3. Move to budget \$1,000 in line item for insurance: Silva, S: Amerling Y: 15 N:0 A: 0

D. Community Plan Update

1. Amount for Community Plan update (CPU)

- Discussion of need for CPU in budget ranged from nothing now with vote if needed to minimal expected costs to sizeable costs for rewriting plan sections.
- Suggested amounts for CPU in budget ranged from \$300 to a couple thousand.

2. Move to change budget for plan update from \$7,500 to \$2,500: Montana S: Putman
Y: 15 N:0 A: 0

E. Budget overview & motion

1. *Putman.:* Revenue is way down this year with \$2,000 less in membership than budgeted. Last year we were \$10,000 in the hole so even with collections we remain in the hole. We haven't made donations which helps, but at this point we can't cover costs & will go into savings.
2. *Montana:* What about reserves, savings & CD, about \$13,000. We could draw on those.
3. *Amerling:* Another possible expense is advertising in College Area Courier which is in danger of closing; it is a primary way we communicate with public.
4. Move to approve 2020-21 budget: Putman S: Montana Y: 15 N:0 A: 0

V. Final Committee Assignments (B = CACC/PB Board Member, P = Public member, c = Chair)

Audit.

B: Cook P: Burkett

Campus Community Coalition

B: Luna (c), Gade, Higdon, Hilanto, Jennings, Montgomery, Nystrom P: AS rep

Community Outreach & Membership

B: Amerling (c), AS rep, Cottrell, Hilanto, Putman P: Ward

Community Plan Update

B: Amerling (c), Montana, Murphree, Schneider, Silva P: Mello

Dollar per Ticket

B: Montana (c), Amerling, Cook, AS rep, Gregg, Nystrom, Pollock P: Breise

Long Range Visioning & Beautification (on hiatus)

B: Higdon (c), Bevier, Jennings, Montana, Murphree, Nystrom, Putman, Schneider P: Jones

Marketing & Communications.

B: Putman(c), Bevier, Hilanto, Luna, P: Boyd, Ward

Neighborhood Enforcement Assistance (NEAC) Replaced by CARPUS

Nominations

B: Gregg (c), AS rep, Nystrom, Montgomery

Project Review

B: Jennings (c), Bevier, Cook, Higdon, Luna, Montana, Murphree, Nystrom, Pollock

P: Bierly, Jones, Menzies

Delegate to CARPUS

Cottrell Alternate: Hoeger

Delegate to Community Planners Committee

Reynoso Alternates: Bevier, Silva

Delegate to MTS-Community Advisory Committee

Reynoso Alternate: Montana

Delegates to Viejas Arena – Events Management Advisory Committee

Alvarado Estates	Reynoso	Alternate: Breise
North East	Cook	Alternate: Beauparlant
South East	Montana	Alternate: Jennings
South West	Putman	Alternate: Nystrom
West	Cottrell	Alternate: Hoeger

VI. Discussion of Meeting Protocols

Reynoso: I propose the following protocol for board & committee meetings with printed protocol available

A. Proposed protocol.

1) Present item 2) Community input with 3 minute time limit per person 3) Chair call on each board member in turn to speak 4) Motion 5) Board Discussion of motion 6) Board vote.

B. Move to implement this protocol: Reynoso S: Nystrom

Jennings, why do we need a motion, Chair can determine how meeting will be run.

Reynoso: withdraw motion.

C. Consensus that a meeting protocol needs to be established with on-line & printed protocol.

VII. Open Discussion

A. Discussion mainly of Project Review Committee

Higdon: We often lack respectful tone in meetings. If you have an opinion you need to explain why you don't like something.

Silva???? We need to specifically identify how plan meets or does not meet community plan.

Reynoso: We need a clear written record of exactly how project fits or does not fit community plan, & record reason for deviation if granted.

B. General Board meeting discussion

Reynoso: We will have our regular May meeting on Zoom. Everything is being noticed; notice includes email where community members can request access to the meeting. This will keep potential disrupters out.

Montgomery: We should also post email so members of public can submit questions prior to the meeting. *Bevier* It must be clear that submitting questions in advance does not mean no public comments or questions at the meeting

Jennings: When emails sent to board ask for confirmation because sometimes we may not get the notice.

VIII. Adjournment 10:40 a.m.

Minutes by Ann Cottrell, Secretary