

SANTA FE RAILYARD COMMUNITY CORPORATION

Board of Directors' Meeting

Tuesday November 10th, 2020 5:00 – 7:00pm

Zoom Conference Call

Attending: Board Members: Steve Robinson (President), Jacques Paisner (Vice President), Ellen Bradbury (Secretary), Oscar Rodriguez (Treasurer), Chris Calvert, Dave Vlaming, Rosemary Romero, Ouida MacGregor, Robert Dunn, Ron Pacheco, and Chris Graeser (Attorney to the Board).

Also Attending: SFRCC: Richard Czoski (Executive Director), Sandy Brice (Events and Marketing Director), Sarah Taylor (Office Manager – taking minutes) and Anita Martinez (Accountant)

Public: None

Call to Order: The meeting was called to order at approximately 5:00 pm by Steve Robinson.

Approval of Agenda: The agenda was unanimously approved, motion by Dave Vlaming, 2nd by Ellen Bradbury.

Approval of Meeting Minutes: The Board meeting minutes of 10/20/20 were unanimously approved, motion by Ouida MacGregor, 2nd by Dave Vlaming.

Financial Report

Draft September 2020 Financials

Oscar Rodriguez presented the September 2020 financials to the Board.

- Rental Income is \$91.5K over plan. This is primarily due to a conservative rental revenue budget due to COVID-19.
- Legal and Professional Expenses is \$6K above plan. This is due to a payment to the collections company to sue Firebox Inc. for the \$81K they owe for unpaid rent and CAM.
- Operating Expenses are \$30K under plan. This is primarily due to the payment for Directors and Officers Liability Insurance being budgeted for FY 20/21 but was required to be paid in June 2020.
- The significant majority of tenants are paying their rent timely.
- The Violet Crown parking cumulative long-term liability remains unchanged because the cinema has been closed since March by the State government.

Payments to the City

Richard met with the City Manager to discuss the upcoming debt service payments due to the City and the potential need for a deferral in 2021. A formal letter requesting rent deferral will be drafted to both the City Manager and the Mayor.

Executive Director's Report

POLICIES & PROCEDURES UPDATE – SANDY BRICE

- Sandy updated the Board on the status of the Policies and Procedures. Sandy will be meeting with the new Parks Director and Public Works to do a final review and revisions. A study session will be scheduled to review the Policies and Procedures with City Council who will then vote on the document in the following City Council Meeting.

EVENTS & MARKETING UPDATE – SANDY BRICE

- Sandy and AMP concerts continue to brainstorm ideas and ways to reintroduce events to the Railyard once the State Government COVID precautions allow it.

COMPLETION OF RAILYARD PROJECTS – RICHARD CZOSKI

- The State is preparing to upgrade the electrical in the area behind the Vladem Museum. Richard will ensure that the City has approved these improvements since this will impact the Depot building.
- The renovation of the Depot building will be bid in January and awarded sometime in the Spring of 2021.
- The additional railing on the exterior of Violet Crown has been completed. This new railing increases the outdoor seating for the Violet Crown restaurant which has not yet reopened.

Executive Session

Dave Vlaming made a motion to enter Executive Session at 5:12 pm, 2nd by Ellen Bradbury.

The Board of Directors did meet in closed Executive Session, pursuant to exceptions to the Open Meetings Act, and nothing was discussed except possible disposition of real property, potential litigation review, and personnel matters, and no final action was taken during the Executive Session. No minutes were taken.

Dave Vlaming made a motion to return to regular session at approximately 6:00 pm, 2nd by Rosemary Romero.

Return to Regular Session

Chris Calvert made a motion to approve the extension of the Executive Director's employment contract discussed in Executive Session, 2nd by Jacques Paisner. The motion was unanimously approved.

Next Board Meeting: Tuesday, December 8th, 2020 5:00-7:00pm - Location: Zoom

Being no further requests for business, Dave Vlaming motioned to adjourn, 2nd by Chris Calvert and the meeting was adjourned at approximately 6:05 pm.

Respectfully submitted,
Sarah Taylor, Office Manager

Signed by:

Name



Jacques Paisner

Title

Vice President

Date

12-16-20