

SANTA FE RAILYARD COMMUNITY CORPORATION

Board of Directors' Meeting

Tuesday, July 14th, 2020 5:00 – 7:00pm

Zoom Conference Call

Attending: Board Members: Steve Robinson (President), Jacques Paisner (Vice President), Ellen Bradbury (Secretary), Robert Dunn, Rosemary Romero, Ouida MacGregor, Dave Dunmar, Ron Pacheco, Patrick Valera 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 5:03 pm by Steve Robinson.

Approval of Agenda: The agenda was unanimously approved, motion by Rosemary Romero 2nd by Robert Dunn.

Approval of Meeting Minutes: The Board meeting minutes of 06/09/20 were unanimously approved, motion by Robert Dunn, 2nd by Rosemary Romero.

Financial Report:

Draft May 2020 Financials

- Board reviewed line 1320 of the Current Assets “Rent/CAM Deferred Receivable” in the amount of \$81,086. This reflects unpaid rent from Firebox, Inc. The Board voted to write this receivable off during the June Board meeting and it will therefore be reflected in the June 2020 Financial Report. Richard is currently researching debt collection law firms to help resolve this debt.
- Rental income is \$41.4K below plan. This is primarily due to unpaid rent from Baca Flats LLC.
- Total Income is \$15.4K below plan.
- The significant portion of tenants have been paying their rent timely.

PPP Loan Update

- The loan of \$62,500 granted to SFRCC by the C.A.R.E.S. Loan Act has been spent in full. It was spent with 100% compliance with the C.A.R.E.S. Loan Act requirements so should be fully forgiven. Paperwork to begin the loan forgiveness process has not been issued by the SBA yet but will be completed by the SFRCC accountant Eun Hong, CPA when it becomes available.

Executive Session

Ouida MacGregor made a motion to enter Executive Session at 5:17 pm, 2nd by Robert Dunn.

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.

Rosemary Romero made a motion to return to regular session at approximately 5:35 pm, 2nd Robert Dunn.

Executive Director's Report:

POLICIES & PROCEDURES UPDATE – SANDY BRICE

- Sandy updated the Board on the revision of the Policies and Procedures document. Andrea Salazar is currently updating the draft with her comments. Andrea will then set up a meeting between herself, SFRCC, Parks, The Conservancy, and Public Works. This will complete the collection of comments from City Staff allowing for the finalization of the document prior to City Council review and approval.

EVENTS & MARKETING UPDATE – SANDY BRICE

- Regarding the Santa Fe Artist Market, the State Secretary of Health Office has stated that no outdoor markets other than Farmers Markets are allowed to reopen at this time. The City Attorney has agreed to review and forward to the State, a written proposal for specific COVID safe protocols from the Market for reconsideration. Sandy will forward that proposal to the City Attorney's office as soon as she receives it.
- AMP Concerts has been working on a written proposal for hosting small events in the park with strict regulations for attendees and staff. Sandy is working on reviewing this proposal and moving it through the City Attorney's office before it is sent to the Governor.
- Anti-Mask protests have been occurring during the Farmer's Market. Police have been responding and citing the protestors.
- The El Museo Mercado was shut down due to a vendor receiving a positive COVID test. El Museo is following State protocols to clean the facility and test individuals working in the market until they are cleared to reopen.

COMPLETION OF RAILYARD PROJECTS – RICHARD CZOSKI

- Nuckolls Brewery's construction permit has been issued by CID.
- The Lease with the Department of Cultural Affairs, State of New Mexico for Parcel O-2 is ready to be signed with the State. SFRCC is waiting for the City to sign the Lease Amendment that will take this parcel out of their lease. The State is prepared to begin demolition of the existing shed as soon as the Lease is signed.
- The City is waiting for a proposal from Santa Fe Southern Railroad's new owners on their desired use. They have discussed using the space to host Varnish cars, bringing in some permanent cars that will act as Airbnb rentals, and reintroducing excursion and charter trains but have yet to present a formal proposal to the City.

Nominating Committee Update

Rosemary Romero made a motion to amend the agenda to include an update from the SFRCC Nominating Committee, 2nd by Ron Pacheco. The motion was unanimously approved.

Rosemary Romero gave the Board an update on a potential new Board Member. Recently retired City of Santa Fe Public Works staff member and Railyard Project Administrator Robert Siqueiros has expressed interest in joining the SFRCC Board. Robert has been working closely with SFRCC for several years, is very familiar with the project and could therefore be a great asset to the Board. Rosemary would like to reach out to Robert and gauge his interest in joining the Board. The Board agreed for Rosemary to discuss this with Robert.

Next Board Meeting: Tuesday, August 11th, 2020 5:00-7:00pm - Location: TBD

Being no further requests for business, Robert Dunn motioned to adjourn, 2nd by Jacques Paisner and the meeting was adjourned at approximately 6:09 pm.

Respectfully submitted,
Sarah Taylor, Office Manager

Signed by: Ellen Bradbury Reid
Name Ellen Bradbury Reid
Title Secretary
Date August 13, 2020