

## SANTA FE RAILYARD COMMUNITY CORPORATION

### Board of Directors' Meeting

Tuesday October 12th, 2021 5:00 – 7:00pm

### Zoom Conference Call

**Board Members Attending:** Ellen Bradbury (Secretary), Steve Robinson (President), Chris Calvert, Rosemary Romero, David Vlaming, Patrick Varela, and Robert Dunn

**Board Members Absent:** Ouida MacGregor (Committee Chair), Jacques Paisner (Vice-President), Oscar Rodriguez (Treasurer), Ron Pacheco, Christopher Graeser (Attorney to the Board) and David Dunmar

**Staff Attending:** Christine Robertson (Executive Director), Richard Czoski (Project Consultant), Sandy Brice (Events and Marketing Director), Anita Martinez (Accountant), and Brooke Czoski (Office Manager – taking minutes)

**Public:** None

**Call to Order:** The meeting was called to order at approximately 5:01pm by Steve Robinson, President of the Board.

**Approval of Agenda:** The agenda was unanimously approved as presented, motion by Chris Calvert, 2nd by Rosemary Romero.

**Approval of Meeting Minutes:** The Board meeting minutes of 9/14/21 were unanimously approved, motion by Rosemary Romero, 2nd by David Vlaming.

### New Business

#### Market Station on the Market

Christine announced that the Market Station building has recently been listed on the market for sale. Otherwise, no new business.

### Financial Report

#### August 2021 Draft Financials

- Christine noted that the Finance committee met on October 6<sup>th</sup>, 2021.
- During that meeting, a question occurred on the balance sheet regarding the “state economic development receivable” on line item 1201. Despite the name, this account is designated for receivables from the City. SFRCC has made significant expenditures for events that have not been reimbursed by the City. Christine said that the P.O. for events has not yet been received from the City and that Christine will talk to Oscar and Eun (SFRCC accountant) about changing the nomenclature of account 1201.

#### August 2021 Cash P&L Report

- Christine noted that the net operating income is under budget by approximately \$3,700. She said that this is because there was a late event income check that was not deposited until September and did not show in the August financials. It should be balanced on next months financials.

- Christine also pointed out that there was HVAC work done in the SFRCC office listed under repairs and maintenance expenses.

#### Cash available

- Christine noted that SFRCC's current cash available is \$614,660.

#### Executive Session

David Vlaming made a motion to enter Executive Session at 5:12pm, 2nd by Rosemary Romero.

The Board of Directors met 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 5:58pm, 2nd by Bob Dunn.

#### Altar Spirits HVAC

Chris Calvert made a motion to approve the Altar Spirits updated HVAC enclosure design as presented, 2<sup>nd</sup> David Vlaming, unanimously approved.

#### Executive Director's Report

##### **2021 EVENTS UPDATE – SANDY BRICE**

- Sandy noted that the Santa Fe Century bike race (with approximately 1,500 riders) the previous weekend went very well. The Mayor attended as well as David Barker from Barker Realty (one of the main sponsors of the event). Sandy already has the dates reserved for next year's race to take place in the Railyard.
- The Santa Fe Film Festival is utilizing the Community Room in the Railyard Park as a box office this week. She mentioned there may be a few outdoor screenings during the weekend, however, they are weather pending.
- October and November are still busy with private events such as weddings, group gatherings, birthdays, etc.
- Sandy then noted that the first publication of the new Santa Fe Magazine has launched with SFRCC being one of the main features along with a new advertisement for the Railyard. It has multiple advertisements of Railyard tenants as well. Board member Ellen Bradbury also has a feature in the magazine about her history in New Mexico.

##### **STATUS OF RAILYARD PROJECTS – CHRISTINE ROBERTSON**

- Christine reviewed a 5-year plan of all Railyard maintenance/capital projects that need to be addressed including graffiti removal, damaged woodwork, gravel deterioration, and more. Christine noted that in the last bi-weekly City meeting that the City informed SFRCC that they are going to replace the wooden benches in the Railyard Park. She also presented to the Board a list composed by Richard Czoski with how much these projects will approximately cost. The grand total is approximately \$2 million.
- Christine noted that she will keep reminding the City of these projects.

**Next Board Meeting:** Tuesday, November 9<sup>th</sup>, 2021 5:00-7:00pm - Location: Zoom

Being no further requests for business, David Vlaming motioned to adjourn, 2nd by Robert Dunn and the meeting was adjourned at approximately 6:16pm.

Respectfully submitted,

Brooke Czoski, Office Manager

Signed by: \_\_\_\_\_

Name \_\_\_\_\_

Title \_\_\_\_\_

Date \_\_\_\_\_

*Ellen Bradbury Reid*