CSF Management, LLC

Board of Managers' Meeting
Wednesday, June 14th, 2017 4:00-5:00pm
Conference Room, SFRCC, Santa Fe, NM 87501

Attending: Managers: Donald Meyer (Chair), Ellen Bradbury, Ouida MacGregor, Devon Ross and Lleta Scoggins

Also Attending: CSF Management, LLC (CSFM) Staff: Richard Czoski (General Manager) and Scott Harrison (Office Manager – taking minutes)

Public: None

Call to Order: The meeting was called to order at approximately 4:00pm by Donald Meyer.

Approval of Agenda: The agenda was unanimously approved, motion by Ouida MacGregor, 2nd by Devon Ross.

Approval of Meeting Minutes: The minutes were amended to include the year of the meeting. The amended meeting minutes of June 15th, 2016 were unanimously approved, motion by Ouida MacGregor, 2nd by Ellen Bradbury.

Public Comment:

- None

New Business:

- The Board of Managers discussed the possibility of creating and presenting a proposal to the City for CSFM to manage a process to master plan SFUAD property.
  - Ouida recommended drafting a proposal and presenting it to City Council.
    - The process could bring stakeholders together to commence a process for creating a master plan for the property.
  - Per Lleta, the issue would be determining the best use.
  - Per Richard, the SFRCC Board would need to consider this proposal even though CSFM is a unique entity.
    - The potential initiative would utilize SFRCC staff time and resources.
  - Lleta stated that the Board of Managers would also need to define specifically what the entity's function would be in this proposal.
    - The Board of Managers agreed that part of CSFM's function could be to depoliticize the process as SFRCC has done with managing the Railyard.
  - Richard stated that with this proposed initiative CSFM would have a different mission from its original mission which was overseeing some of Laureate's lease obligations with respect to the SFUAD campus.
  - Ouida recommended that the Board of Managers create a draft proposal for the SFRCC Board to consider.

- The Board of Managers agreed to meet again to discuss this issue on Wednesday, June 21st at 1:00pm.
    - They suggested also inviting Jacques Paisner and Rosemary Romero to this meeting.

- Status of Certificate of Deposit
    - Interest earned on the CD was $39.96 for FY 2016-17.
    - The Board of Managers unanimously approved renewing the CD, motion by Devon Ross, 2nd by Lleta Scoggins.

Financial Report:

- Draft Financials were presented by Richard Czoski (as of June 14, 2017)
    - CSFM's income for FY 2016-17 is $39.96, which reflects interest income from the CD.
    - CSFM's expenses for FY 2016-17 are $82.95 for the web domain name and $35 for the business license.
    - Thus net income for FY 2016-17 is ($77.99).

The Financials were accepted.

Executive Session

The Board of Managers did not meet in closed Executive Session.

Next Board Meeting: TBD

Being no further requests for business, Ouida MacGregor motioned to adjourn, 2nd by Ellen Bradbury and the meeting was adjourned at 4:25pm.

Respectfully submitted,
Scott Harrison, Office Manager