

SANTA FE RAILYARD COMMUNITY CORPORATION

Board of Directors' Meeting

Tuesday, July 11, 2023, 5:00 p.m. – 5:45 p.m.

In Person @ SFRCC & via Zoom Conference Call

Board Members Attending in Person: Jacques Paisner (Vice-President), Ellen Bradbury (Secretary), Michael Chamberlain, Richard Czoski,

Board Members Attending via Zoom: Oscar Rodriguez (Treasurer), Rosemary Romero, Ron Pacheco, Patrick Varela

Board Members Absent: Steve Robinson (President), Robert Dunn, Ouida MacGregor,

Staff Attending: Christine Robertson (Executive Director), Brooke Czoski (Director of Events & Marketing), Valarie Lyon – Vigil (Operations Manager – Taking Minutes)

Public: None

Call to Order: The meeting was called to order at 5:00 p.m. by Jacques Paisner (Vice-President)

Approval of Agenda: The July 11, 2023 Agenda was unanimously approved with a motion by Chris Calvert, 2nd by Richard Czoski.

Approval of Meeting Minutes: REGULAR Board meeting minutes of June 13, 2023, were unanimously approved, motion by Richard Czoski, 2nd by Rosemary Romero.

Public Comments: No Public Comment

New Business:

SFIFF Gala - Jacques Paisner announced the SF Independent Film Festival, Classic Hollywood Gala at La Fonda on July 22nd, tickets are still available. Reach out to Jacques if anyone has issues purchasing tickets or finds the cost prohibitive.

IFAM Staff Acknowledgement – Rosemary Romero & Oscar Rodriguez

Oscar Rodriguez made a motion to recognize the staff for doing a terrific job on IFAM.

2nd with an amendment, Rosemary Romero, gratefulness and thankfulness to staff, that would include 3 days of leave for Christine, Valarie and Brooke to take some time to rest and recoup after a successful event.

Oscar Rodriguez accepted the amendment and the motion passed.

Financial Report

Oscar Rodriguez, Treasurer & Christine Robertson, Executive Director reported on the April 2023 Financial Report.

May 2023 Draft Financials

- Report from Finance Committee meeting on 07.05.23.
- Balance Sheet, Income Statement, Budget Report and Cash Flow were reviewed.

- Financial review – No anomalies, nothing outstanding.
- End year with close to \$297,000 +/-, ending the year with a predicted amount.
- End of May balance within budget and cash flow is on track.
- Audit - no findings. Audit sent to the City of Santa Fe, John Blair, City Manager & Sam Burnett, Facilities Division Director
- 2022 – 2023 Parking totals have been sent to the Parking Division.
- Reserve account – Tony Ornelas at Enterprise bank will open a new account, that will accrue interest. Next transfer of funds from NMB&T will be deposited into the new Enterprise B&T account.

Leasing & Design Committee Update

- Enclosure provided in packet, Board had no questions.
- IFAM – Christine and Brooke toured the neighborhoods during the market, there were many spaces available and no illegal parking.
- Parcel B1 – parking spaces, Bertram meeting w/City Staff, including the Parking Director. They are looking at condos on the top floor and a restaurant. They've met with several meetings with prospective tenants, primarily restaurant concepts.
- Shoofly Apartments August 1st is their anticipated opening date.
- Crepas OH! Is opening a new location in Market Station (also have south side location), next to La Lecheria.

Executive Director's Report

2023 EVENTS UPDATE (Provided by Brooke Scarborough, Director of Marketing & Events)

IFAM Update:

- Thank you to everyone who helped and attended the IFAM event, it is greatly appreciated.
- Post IFAM walkthrough schedule for 7/12/23, with IFAM, Parks Dept., SF Conservation Trust, Conservancy to determine any damages.
- Irrigation caps and several brown grass patches (unable to irrigate during IFAM). Grass should be restored after watering, caps and other items will be covered by IFAM's \$5,000 damage deposit.
- City Staff, IFAM and SFRCC will meet for re-cap of IFAM event.
- Richard Czoski requested a Financial Report on the costs associated with the IFAM event that includes a comparison of what we spent vs. the IFAM fees that SFRCC collected.
- City staff reported to Christine that the Mayor, City Mgr and other dept heads are pleased with how successful IFAM was.

Richard Czoski made a motion to write a letter to Mayor Webber acknowledging the cooperation with the City Departments during IFAM and SFRCC's relationship with the City.

Chris Calvert, amendment to the motion, point out the impact of GRT with the record revenue from IFAM, also emphasize how beneficial it is when the City and SFCC work together.

- Amendment to the motion is accepted and the motion passed.
- Rosemary Romero commented on how the IFAM team has many years of experience, their core group of volunteers were exceptional and they ran a very successful event.

- Christine noted that she and Brooke noticed issues with the volunteers, (asking SFRCC where things were including exit, being critical about the move from Museum Hill in presence of artists and attendees and also in the newspaper) and wondered if some volunteers may have missed the training. Michael Chamberlain stated some volunteers used the event as a “vacation”. Chris Calvert stated many volunteers seemed bored.
- Richard Czoski suggested developing some guidelines on large events such as IFAM, to be able to address inquiries that may come forward due to IFAM’s success. Determine our structural and organizational ability to host certain events.
- Oscar Rodriguez suggests reviewing annually what large events will be held at the RY.
- Parking Garage was rarely at full capacity. Michael Chamberlain reported that Parking Garage staff were in attendance and very helpful. Brooke reported the parking garage staff handed out fliers for other parking locations when the parking garage was full.

Marketing Update

- Hutton has begun video production for the hotel and airport channels. Filming at the farmers market on Tuesday, 7/18/23.
- First website meeting on Thursday, 7/13/23 for the new website.

Public Use Update

- Baca Open House Night on August 11, 2023.
- OktoberFest will be held in the NRY, September 16, 2023.
- Best of Santa Fe July 28, 2023.
- Sponsoring 4 Free Soundbaths, 1st four Thursdays in August.
- Artwork at El Museo, still reviewing process, nothing finalized. Brooke will get an update at the 7/13/23 Railyard Art Project Committee meeting. RAP Committee will cover install and uninstall costs.

STATUS OF RAILYARD PROJECTS (Christine Robertson, Executive Director)

Security Update:

- The Security Guards connected to previously discussed issue issues, have been reassigned to another location. Condor has hired new staff and the City has signed a new agreement with Condor.
- Bill Banowsky is working on getting security on RY private parcels.

The Board of Directors DID NOT 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 taken.

Next Board Meeting: Tuesday, August 8, 2023, 5:00-7:00pm - Location: Zoom or 332 Read Street

Being no further requests for business Patrick Varela motioned to adjourn, 2nd by Ron Pacheco and the meeting was adjourned at approximately 5:46 p.m.

Respectfully submitted,

Valarie Lyon – Vigil, SFRCC Operations Manager

Signed by: Ellen Bradbury Reid
Name: Ellen Bradbury Reid
Title: SFRCC Board Secretary
Date: 8-22-23