

## SANTA FE RAILYARD COMMUNITY CORPORATION

### Board of Directors' Meeting

Tuesday, September 12, 2023, 5:05 p.m. – 6:17 p.m.

In Person @ The Sage Hotel, 725 Cerrillos Road, Santa Fe, NM 87501 & via Zoom Conference Call

**Board Members Attending in Person:** Steve Robinson (President), Jacques Paisner (Vice-President), Chris Calvert, Michael Chamberlain, Robert Dunn, Ron Pacheco, Rosemary Romero

**Board Members Attending via Zoom:** Richard Czoski, Patrick Varela

**Board Members Absent:** Ellen Bradbury (Secretary), Ouida MacGregor, Oscar Rodriguez (Treasurer),

**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 5:05 p.m. by Steve Robinson (President)

**Approval of Agenda:** The September 12, 2023, Agenda was unanimously approved with a motion by Chris Calvert, 2<sup>nd</sup> by Richard Czoski.

**Approval of Meeting Minutes:** REGULAR Board meeting minutes of August 08, 2023, were unanimously approved, motion by Chris Calvert, 2<sup>nd</sup> by Michael Chamberlain.

**Public Comments:** No Public Comment

### New Business:

#### Board President

- Steve Robinson announced he will not be running for the Board President at the annual Board Meeting in December. However, would like to remain as a Board Member & will provide training to the new president.
- Rosemary Romero, nominating committee chair, stated the Board may offer nominations for new Board members. The Nominating Committee will develop a policy to train the new Board President.
- The Board will provide nominations at the Board retreat on November 14<sup>th</sup> and elections will be held in at the December annual meeting.

### Financial Report

Christine Robertson, Executive Director, reported on the July 2023 Financial Report.

#### July 2023 Draft Financials

- Report from Finance Committee meeting on 09.06.23.
- Balance Sheet, Income Statement, Budget Report and Cash Flow were reviewed.
- Financial review – No anomalies, nothing outstanding, below on expenses and exceeded income.
- Payment of \$1,364.00 will be issued to the City by the end of September.
- The City is having software issues and unable to provide August 2023 parking totals.
- Enterprise bank deposits - \$100,000 into the Sweep account and \$100,000 into the Reserve account.

- Cash flow and bank balance updates provided.
- IFAM paid the balance of the damages. The damage deposit was \$5,000 and the balance paid was \$9,304.00.

### **HR Committee Report**

- Executive Director Evaluation – Each Board Member will complete the evaluation and send it to Rosemary Romero. The Nominating Committee will score the results and Steve will share the final evaluation report with Christine by the end of September.

### **Leasing & Design Committee Update**

- Enclosure provided in packet, Board had no questions.
- Second Amended and Restated Lease & Management Agreement – Pending review to include a new section on events that will allow SFRCC to deduct event expenses from our payments to City. This will make the process easier for both City and SFRCC.

### **Executive Director's Report**

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

#### **Events/Marketing Update:**

- Brooke was interviewed by Richard Eeds Radio show & may begin a NRY series of interviews.
- Opera Screening on September 7<sup>th</sup> had over 300 attendees.
- Brooke will be attending the NM Economic Development Department conference.
- Flamenco – Emi Arte Flamenco performance September 15<sup>th</sup> in the Park.
- Chamber of Commerce – Tee Box at their Golf Tournament on Monday, September 18, 2023.
- Rail Safety Week – September 23<sup>rd</sup>. Non-Profit Booth, train tours, train safety video at Violet Crown.
- Keep Santa Fe Beautiful – an invite will be sent out to the Board and Tenants to participate in the cleanup of NRY & Baca.
- Lensic free Jazz Concert September 23, 2023 at 7pm.
- October 1, 2023 – Octoberfest Concert & Crawl, Felix y Los Gatos, a DJ, free kids tent of face painting and puppet making, encouraging tenants to offer food & drink specials.
- Vladem Opening Friday, September 22, 2023.
- NM Bellas – September 30<sup>th</sup>, Fall Festival, performance, car show, rap music show, “Flamin Hot” movie.
- Hutton has created a new site map, estimated completion date end of 2023.
- Hired a photographer who will have the project complete by October 2, 2023.
- Nicholas King is finalizing the 3D model tour, which will illustrate the paths, venues and tenants.
- Youth Symposium on September 30, 2023 is expecting 300 youth to attend.

### **STATUS OF RAILYARD PROJECTS (Christine Robertson, Executive Director)**

- Rosemary suggested NM Community Foundation, McCune & Thornburg foundation for retreat locations.

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, October 10, 2023, 5:00-7:00pm - Location: SFRCC or via Zoom.

Being no further requests for business Ron Pacheco motioned to adjourn, 2<sup>nd</sup> by Rosemary Romero and the meeting was adjourned at approximately 6:17 p.m.

Respectfully submitted,

Valarie Lyon – Vigil, SFRCC Operations Manager

Signed by: Ellen Bradbury Reid  
Name: Ellen Bradbury Reid  
Title: SFRCC Board Secretary  
Date: 11-02-23