

MINUTES of the BACLF Meeting of May 4, 2020

This meeting took place over the ZOOM meeting app due to the coronavirus shelter-in-place order. Present on the call were Cary Gold, Nancy Lowenthal, Terry Koch, Andi Biren, Judith Mirkinson and Eliana Rubin.

Andi moved to approve the Minutes of the Meeting of February 3, 2020 and the subsequent email motions , to wit: adoption of budget sent out by Terry for 2020; substituting Sara Kershner and then Eliana Rubin as building manager; approval of Eliana going ahead with canceling the Alhambra water and contracting with Recology to enter the property to get the bins; grants to SFTU for 1st quarter of 2020 in the amount of \$3531 and other SFTU grants of \$9483.79; approvals for Andi to sign contracts with Arnie Lerner for further work towards getting an exemption from the accessible business entryway ordinance; and approval for Andi to sign a contract with Ken O'Sullivan for porch repair. Nancy seconded. Passed.

Terry moved to grant SFNLG \$7062 for the 1st quarter and \$6284.94 in other grants. Andi seconded. Passed.

In other matters, Eliana Rubin, the new building manager and NLG membership coordinator was introduced to the Board (and vice versa.) Eliana is going to scan and send mail to Terry that is for BACLF or re-mail checks. PLEASE NOTE THAT A BUSINESS LICENSE RENEWAL FORM SHOULD BE COMING IN MAY.

Discussion about what BACLF and what Capp St Coop is responsible for ensued. Cary believes that Capp St Coop should be paying for the Recology upcharge and so this remains an outstanding issue since the subtenants felt that the building manager should be handling the garbage getting to the street. As of now, the upcharge has not been put on the bill.

Andi had sent around Ken O'Sullivan's updated and more costly contract (over \$10,000) with photos of the porch damage. Eliana or Rachel Lederman or Mirk can provide Ken o'Sullivan with a key to the front gate for the porch repair, which should begin by next week.

Nancy reported that BACLF has received notification of a \$10,000 grant from Bothin Foundation for the porch repair. Terry is going to send Nancy the needed information for getting a wire transfer from Bothin.

Terry is going to speak with Stephanie Daniels regarding regular production of Balance Sheets, Profit and Loss Statement and Cash Flow documents BEFORE each Board meeting. He is also going to see if she is also a tax preparer who can do BACLF's 2019 taxes. If not, he will contact Pat Foley, who did them for BACLF last year.

Everyone is going to look at the approved budget to decide whether we want one with more detail for use with the above-mentioned documents at each Board meeting.

Terry is also going to send Ann Hess a check for \$733.33.

After consulting with Eihway, **July 10th at 12:30** was chosen for the next meeting, at which a draft of the taxes and associated forms will be available. Whether in person or via ZOOM remains up in the air.