

**Presidio Trust Board of Directors Meeting**  
**March 26, 2003**  
**Minutes**

**Attending:**

Don Fisher  
Jennifer Hernandez  
Michael Heyman  
Amy Meyer (1:20 – 2:20)  
Mary Murphy  
William K. Reilly  
Toby Rosenblatt

Karen Cook  
Hillary Gitelman  
Harry Haigood  
Craig Middleton  
Paul Osmundson  
Steven Potts  
Paula Vlamings

Meeting called to order by Chairperson Rosenblatt at 1:20 p.m.

**Actions taken:**

- Approval of Educational Tenant Policy (Resolution 03-14). Vote: 7-0.
- Approval of Finance and Audit Committee Charter (Resolution 03-15). Vote: 6-0 (Meyer not present for vote).
- Approval of Adoption of Revised Budget for Fiscal Year 2003 (Resolution 03-16). Vote: 6-0 (Meyer not present for vote).

**Discussion items:**

- Hillary Gitelman provided a review of the treatment of the Public Health Service Hospital (PHSH) district in the Presidio Trust Management Plan. Paul Osmundson then reprised for the whole Board the discussion with the Real Estate Committee regarding the offering parameters to be established in the forthcoming Request for Qualifications (RFQ) and Request for Proposals (RFP) for the site. Mr. Osmundson also provided an overview of the overall RFQ/RFP process. The Board directed staff to proceed with issuing the RFQ for the

PHSH site. Staff requested that the Board review the draft RFQ and provide comments back to staff by April 4.

- Mr. Heyman presented his comments and recommended changes to the draft Educational Tenant Policy. The Board then voted to adopt the Educational Tenant Policy with the modifications offered by Mr. Heyman.
- Meeting recessed at 2:20 and reconvened at 3:20.
- Paul Osmundson presented a discussion of a proposal that has been submitted to the Trust for the leasing of Building 35 (35 Keyes Avenue) as a newly formed high school. The Board authorized staff to proceed with negotiating a non-binding Letter of Intent. Mr. Osmundson also committed to providing additional information regarding the tenant's proposal at the next Board meeting.
- Harry Haigood presented a discussion of the Finance and Audit Committee Charter. Mr. Rosenblatt recommended that Mr. Haigood clarify the first paragraph of the charter to state that the charter describes the committee's audit responsibilities. Mr. Heyman recommended that Mr. Haigood remove language from the charter that would vest responsibility for approving the salaries of the Trust's senior management with the committee and recommended instead that that responsibility remain with the Board as a whole. The charter was then adopted with the recommended changes.
- Hillary Gitelman presented a discussion of the draft Main Post Design RFQ and requested that the Board provide comments back to staff by April 4.

Meeting adjourned by Chairperson Rosenblatt at 3:50 p.m.