

Presidio Trust Board of Directors Meeting
July 15, 2015
Minutes

Attending:

Lynne Benioff
Paula Collins
John Keker
Alex Mehran
Janet Reilly
John Reynolds

Andrea Andersen
Carla Armstrong
Michael Boland
Steve Carp
Karen Cook
Fran Gonek
Mollie Matull
Joshua Steinberger

Not Attending:

Nicola Miner

Meeting called to order by Vice Chairperson Collins at 9:05 a.m.

Actions taken:

- Approval of Minutes of [April 8, 2015](#) and [May 14, 2015](#) ([Resolution 15-18](#)). By motion duly made and seconded. Vote: 4-0 (Benioff and Reilly abstained from vote).
- Approval of Election of Chairperson and Vice Chairperson ([Resolution 15-19](#)). By motion duly made and seconded. Vote: 6-0.
- Approval of Appointment of Acting Executive Director/Head of Agency ([Resolution 15-20](#)). By motion duly made and seconded. Vote: 6-0.
- Approval of Adoption of Second Revised Operating Budget Forecast for Fiscal Year 2015 and Revised Five-Year Construction Plan ([Resolution 15-21](#)). By motion duly made and seconded. Vote: 6-0.
- Approval of Construction Project – MacArthur Meadow Wetland Restoration ([Resolution 15-22](#)). By motion duly made and seconded. Vote: 6-0.

- Approval of Adoption of Operating Budget for Fiscal Year 2016 and Five-Year Construction Plan ([Resolution 15-23](#)). By motion duly made and seconded. Vote: 6-0.

Discussion items:

- Ms. Benioff and Ms. Reilly were sworn in as Board members.
- Ms. Collins reported that it has been a very active period for the Presidio Trust – new Board members were appointed by the President; the Trust was engaged in a search for an Executive Director; the Korean War Memorial groundbreaking was held recently; and the new Presidio Parkway opened. Ms. Collins also said that she was committed to identifying ways for the Board to interact with Trust employees on a regular basis.
- Mr. Steinberger presented the Interim Leadership Team (“ILT”) report. He said that the rationale for the creation of the ILT was to provide management stability and to give employees clarity about the decision-making process. Another key objective was to demystify the budget process. Among the actions taken to achieve these goals were to distribute a weekly newsletter to employees, to conduct “brown bag” employee lunches every other week, “referred to as “Friday Forums,” and to convene management team meetings every other week with representatives of a cross section of departments. Ms. Collins asked that the Board be advised of the schedule for the brown bag lunches so members could attend, as available. Mr. Reynolds suggested that the Board consider options on how it and a new Executive Director might stay informed of employee awareness of organizational goals. Mr. Mehran said that Board and staff objectives have been misaligned, and that it was important to correct the alignment.
- The Board discussed the formation of Board committees.
- The Board discussed possible revisions to the Commemorative Works Policy and concluded that an exception to the policy should be granted to name a bench memorializing Trust employees and volunteers who have died while in Presidio service.
- Ms. Armstrong presented proposed updates to the fiscal year 2015 budget, and the proposed fiscal year 2016 budget. She said that the budgets were reviewed and recommended for approval by the Finance and Audit Committee. Mr. Boland explained that the 2016 budget reflected the timing and funding of projects consistent with Strategy 2020, the Trust’s strategic blueprint that identifies high-level goals and actions over the next five years.
- Executive Session: 10:30 a.m. – 10:57 a.m.

Meeting adjourned by Chairperson Collins at 10:57 a.m.