

**South Natomas TMA™
Board of Directors Meeting
Wednesday, January 4, 2017
Meeting Minutes**

I. Call to Order

SNTMA President Chris Antonucci called the meeting to order at approximately 7:37AM on Wednesday, January 4, 2017 in the First Floor Conference Room at 2150 River Plaza Drive in Sacramento, CA. Attending were Chris Antonucci (via telephone), Jack Haskel, Suman Jha, Scott Little, Derrick Tsang (via telephone), Bill Vanderslice and SNTMA staff Jason Vitaich.

II. Approval of Previous Meeting's Minutes

A motion was made to approve the December 7, 2016 SNTMA Board Meeting Minutes. The motion was moved by Chris Antonucci, seconded by Scott Little. The motion passed unanimously, 5:0.*

(*Suman Jha had not yet arrived when this vote was taken.)

III. New Business

A motion was made by Suman Jha to approve the 2017 SNTMA Budget (See attachment "A"). The motion was seconded by Scott Little. The motion was passed unanimously, 5:0.*

(*Chris Antonucci left the meeting before this vote occurred)

Executive Director Jason Vitaich delivered the following report:

- Preparation for 2017 dues increase information dissemination is going well, with having held membership forum in November with a timeline for subsequent electronic communications through the first quarter of 2017.

Stephanie Merten delivered the following Membership Report:

- **Commuter Club**
 - Y2K type bug that caused problems with the change of the calendar year.
- **Campaigns and events promoted through the Commuter Club**
 - 12/14 monthly email to all Commute Coordinators regarding SNTMA programs and benefits
 - 12/12 email to all Commute Coordinators regarding the end of year thank you gifts
 - 12/21 email to all property managers
- **Programs**
 - Subsidy requests and totals not yet completed, due to the timing of this meeting

- **January Activities**

- Deliver December subsidy checks, Facebook prizes and gas cards
- 2017 planning

IV. Adjourn

The meeting adjourned at approximately 8:22 AM. The next SNTMA Board meeting is scheduled for Wednesday, February 1, 2016 at 7:30 AM at 2150 River Plaza Drive, Sacramento, CA.

Respectfully submitted,

Bill Vanderslice
SNTMA Secretary

	Jan 17	Feb 17	Mar 17	Apr 17	May 17	Jun 17	Jul 17	Aug 17	Sep 17	Oct 17	Nov 17	Dec 17	TOTAL
Ordinary Income/Expense													
Income													
40102 - Tenant Dues	25,000.00	25,000.00	25,000.00	25,000.00	25,000.00	25,000.00	25,000.00	25,000.00	25,000.00	25,000.00	25,000.00	25,000.00	300,000.00
40103 - Developer Dues	2,565.00	2,565.00	2,565.00	2,565.00	2,565.00	2,565.00	2,565.00	2,565.00	2,565.00	2,565.00	2,565.00	2,565.00	30,789.00
40105 - SACOG Grant	0.00	0.00	0.00	7,643.00	0.00	0.00	7,643.00	0.00	0.00	7,643.00	0.00	7,643.00	30,574.00
40107 - SACOG Bike Month Reimbursements	0.00	0.00	0.00	100.00	500.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00	700.00
Total Income	27,565.00	27,565.00	27,565.00	35,308.00	28,065.00	27,665.00	35,208.00	27,565.00	27,565.00	35,208.00	27,565.00	35,208.00	362,052.00
Gross Profit	27,565.00	27,565.00	27,565.00	35,308.00	28,065.00	27,665.00	35,208.00	27,565.00	27,565.00	35,208.00	27,565.00	35,208.00	362,052.00
Expense													
Administrative Expenses													
Salaries and Wages													
50100 - Salary - Executive Director	6,326.26	6,326.26	6,326.26	6,326.26	6,326.26	6,326.26	6,326.26	6,326.26	6,326.26	6,326.26	6,326.26	6,326.26	75,915.12
50110 - Bonus - Executive Director	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,000.00
50120 - Salary - Member Services Mgr	4,220.94	4,220.94	4,220.94	4,220.94	4,220.94	4,220.94	4,220.94	4,220.94	4,220.94	4,220.94	4,220.94	4,220.94	50,651.28
50130 - Bonus - Member Services Mgr	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,500.00
Total Salaries and Wages	10,547.20	10,547.20	10,547.20	10,547.20	10,547.20	10,547.20	10,547.20	10,547.20	10,547.20	10,547.20	10,547.20	10,547.20	131,066.40
Payroll Expenses													
50300 - Employee Benefits	1,131.00	1,131.00	1,131.00	1,131.00	1,131.00	1,131.00	1,162.00	1,162.00	1,162.00	1,162.00	1,162.00	1,162.00	13,758.00
50325 - Payroll Fees - Staff Resources	275.00	275.00	275.00	275.00	275.00	275.00	275.00	275.00	275.00	275.00	275.00	275.00	3,300.00
50350 - Payroll Taxes	1,165.50	1,165.50	1,165.50	806.50	806.50	806.50	806.50	806.50	806.50	883.50	883.50	883.50	10,986.00
50425 - 401(K) Match	316.42	316.42	316.42	316.42	316.42	316.42	316.42	316.42	316.42	316.42	316.42	316.42	3,797.04
50400 - Worker's Compensation Insurance	138.00	138.00	139.00	138.00	139.00	139.00	138.00	139.00	139.00	152.00	152.00	152.00	1,703.00
Total Payroll Expenses	3,025.92	3,025.92	3,026.92	2,666.92	2,667.92	2,667.92	2,697.92	2,698.92	2,698.92	2,788.92	2,788.92	2,788.92	33,544.04
Total Administrative Expenses	13,573.12	13,573.12	13,574.12	13,214.12	13,215.12	13,215.12	13,245.12	13,246.12	13,246.12	13,336.12	13,336.12	17,836.12	164,610.44

	Total Expense	31,322.12	32,965.12	36,516.12	41,331.12	26,212.12	34,462.12	25,582.12	25,933.12	25,548.12	26,488.12	26,738.12	29,846.12	362,944.44
	Net Ordinary Income	-3,757.12	-5,400.12	-8,951.12	-6,023.12	1,852.88	-6,797.12	9,625.88	1,631.88	2,016.88	8,719.88	826.88	5,361.88	-892.44
	Other Income/Expense													
	Other Income													
	40200 - Interest Income	120.00	120.00	120.00	120.00	120.00	120.00	120.00	120.00	120.00	120.00	120.00	120.00	1,440.00
	Total Other Income	120.00	120.00	120.00	120.00	120.00	120.00	120.00	120.00	120.00	120.00	120.00	120.00	1,440.00
	Other Expense													
	56065 - Major Capital Improvements (a)													0.00
	Total Other Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Net Other Income	120.00	120.00	120.00	120.00	120.00	120.00	120.00	120.00	120.00	120.00	120.00	120.00	1,440.00
	Net Income	-3,637.12	-5,280.12	-8,831.12	-5,903.12	1,972.88	-6,677.12	9,746.88	1,751.88	2,136.88	8,839.88	946.88	5,481.88	547.56
(a)														
CONTINGENT EXPENSES - expenses allocated for programs contingent upon availability of participation to be funded by reserve accounts : RCB CD \$19,189 ; ML Money Market \$80,176 ; ML Reserve \$42,658 ; Goldman Sachs CD \$24,989 (all balances as of September 30, 2016).														