

**South Natomas TMA™  
Board of Directors Meeting  
Wednesday, March 5, 2008  
Meeting Minutes**

**I. Call to Order**

President Katie Eastham called the meeting to order at 7:40 AM on Wednesday, March 5, 2008 at 2150 River Plaza Drive in Sacramento, CA. Attending were Mark Cohen, Kent Dazey, Katie Eastham, Troy Holt, Kim Lund, Christine Majewski, Keith McGregor, Brian Rhoades, Stephanie Merten and Jason Vitaich.

**II. Unfinished Business**

**III. New Business**

- A. Add discussion of end of fiscal/calendar year 2007 financials
- B. Motion to approve February 2, 2008 Board meeting minutes. Moved by Mark Cohen, seconded by Troy Holt. Motion passed unanimously, 8:0.
- C. Motion to approve January 2, 2008 Board meeting minutes with minor edits incorporated (addition of “no action taken” verbiage to item “E;” moving of informational item re-establishing the Governance Committee to the end of the document, as it took place after the meeting had concluded). Motion moved by Chris Majewski, seconded by Troy Holt. Motion passed unanimously, 8:0.
- D. Discussion of end of year financials for 2007 – as these were received late, request made for Jason to produce a variance report for this set of financials, with a rough draft prepared by the Executive Committee meeting on March 19<sup>th</sup> with any noted changes incorporated into finalized version to be submitted to the board at its April 2 meeting.
- E. Executive Director’s Report – Jason Vitaich, Executive Director

Dues collection update: Jason reported that to date, 67% of the invoices had been paid, exceeding the 50% goal of dues to be collected by March 31<sup>st</sup> as set by the Board at the November Strategic Planning meeting. The TMA appears to be on track for an improved revenue stream compared to recent years. There are several member companies that Jason made the board aware of that need to have their dues written off for various reasons. The board requested that Jason put together a formal motion for consideration at its April 2 meeting.

Jason provided the board with an overview of what other associations have done in terms of establishing policies concerning finances; he will work with Kim Lund to locate a previous working draft of a board investment policy as well as meeting with representatives from both River City Bank and Merrill Lynch in an effort to gather more information to be potentially included into any final version of an investment policy. As the majority of the dues collection monies for 2008 are already currently in our possession, this is a time-sensitive issue if increased returns on investments are to be attained for 2008.

- F. Membership Services Report - Stephanie Merten, Membership Services Manager  
Stephanie reported that 18 RT passes were assigned in February. Several key changes to the website were incorporated, including placement of the "FIX I-5 Project" link and the login section for the Commuter Club being placed on the front page. Additionally, a second attachment option was incorporated into the Commuter Club section, allowing for the placement of the newly created SNTMA member benefits flyer onto the website.

The National ACT Board held a conference call in which Stephanie participated; locally, the ACT chapter is planning a spring event, with dates and times yet to be confirmed. Since the last SNTMA Board meeting, 11 bike subsidies have been awarded. The response has been quite positive, with several potential new applicants calling about the program.

(Kent Dazey left the meeting early at approximately 8:37 am)

March 13<sup>th</sup> Annual Event: As of noon on March 4, we have received 38 RSVPs. Stephanie is planning on conducting follow-up calls this week. Bike Month plans are moving along nicely - t-shirts have been ordered along with promotional lunch sacks, with the committee scheduled to meet again on March 19<sup>th</sup>.

- G. Additional Items: As the auditing firm of David Wright has sent out letters to SNTMA members with larger dues obligations on SNTMA letterhead, the board has requested a copy of the letter being sent out. Jason will provide them with said copy by the April 2 board meeting.

### **III. Adjourn**

The meeting was adjourned at 8:55 AM. The next meeting is scheduled for Wednesday, April 2, at 7:30 AM at 2150 River Plaza Drive, Sacramento, CA.

Respectfully submitted,

Brian Rhoades  
Board Secretary