

**South Natomas TMA™  
Board of Directors Meeting  
Wednesday, October 1, 2008  
Meeting Minutes**

**I. Call to Order**

President Katie Eastham called the meeting to order at approximately 7:35 AM on Wednesday, October 1, 2008 at 2150 River Plaza Drive in Sacramento, CA. Attending were Katie Eastham, Troy Holt, Kim Lund, Christine Majewski, Keith McGregor, Julie Shepard Stephanie Merten and Jason Vitaich along with guests Doug Fredericks of CH2MHILL and Sabrina Bradbury of the Sacramento Area Council of Governments (SACOG).

**II. Unfinished Business**

- A. Motion to approve the dues assessment policy with minor edits as approved by those present. Moved by Chris Majewski, seconded by Troy Holt. Passed unanimously, 6:0.

**III. New Business**

- A. Motion to approve September 3, 2008 Board meeting minutes. Moved by Troy Holt, seconded by Chris Majewski. Motion passed unanimously, 6:0.
- B. Motion to approve a dues increase of three cents (.03) per rentable square foot for both tenant and developer rate categories\*, as well as increasing the minimum tenant rate assessed from \$250 per year to \$350 per year, effective January 1, 2009. Moved by Keith McGregor, seconded by Julie Shepard. Motion passed unanimously, 6:0.  
(\* Note - this will increase the annual developer dues rate from \$0.04/entitled square foot to \$0.07 and the annual tenant dues rate from \$0.07 to \$0.10/entitled square foot.)
- C. The agenda for the annual SNTMA Board of Directors Goals and Objectives Review meeting scheduled for November 5<sup>th</sup> was discussed. Based on the discussion, it was decided the agenda for the November meeting will be based on the standard monthly business format, extended to 2 hours, with a focus on the annual budget for 2009. The meeting will be scheduled for November 5, 2008 (8:30 – 10:30 am) at the Sierra Health Foundation, Conference Room.
- D. Executive Director Jason Vitaich delivered the following report:
- The process of revising the existing governance documents continues. Jason has been working with Association attorney Mark Alcorn to update the current set of bylaws. Jason plans to meet again with Mark to review the draft governance policies document, with an eye towards sending a finished product out to the board for review in November.
  - Jason is working with key staff and Treasurer Kim Lund to draft the 2009 budget, with plans to receive comments up to and including the November SNTMA Board meeting.

E. Membership Services Manager Stephanie Merten delivered the following Membership Report:

- During the month of September, 28 RT passes were taken, 2 ERH Vouchers were used, and 3 trip plan requests were submitted.
- SNTMA was represented at the Creekside Oaks Brandywine tenant appreciation event on September 24<sup>th</sup>.
- Stephanie reported that she will be going to FOODSCO to take RT pass photos for the first time ever today.
- The Commuter Club New Vendor Recruitment Committee (of which Stephanie is a member) will be holding three meetings in October for interviews and selections.
- Stephanie reported that she will be assisting Hazel Stream at Navigator Elementary School on International Walk to School Day, Wednesday, October 8<sup>th</sup>.
- The December ACT dinner will take place on December 4<sup>th</sup>. Tickets will cost twenty dollars for non-members, with admission being free for Stephanie and Jason as representatives of the SNTMA.
- The fourth quarter promotional items (flashlight keychain with SNTMA logo) and the Commute Coordinator holiday appreciation gifts (100% cotton reusable shopping bags) have been ordered.

**III. Adjourn**

The meeting was adjourned at 9:05 AM. The next meeting is scheduled for Wednesday, November 5, at 8:30 AM at the Sierra Health Foundation Conference Room, Sacramento, CA.

Respectfully submitted,

Keith McGregor  
Board Vice-President