



**UNION SQUARE ALLIANCE
EXECUTIVE COMMITTEE SPECIAL MEETING**

**MINUTES
July 3, 2024, 10:00am
291 Geary Street, Suite 200, San Francisco, CA, 94103**

Please note as of February 28th, 2023, in person attendance is required for quorum and for a Board Member's vote for action items to be counted.

Members in attendance: Wes Tyler, Mark Purdy, Mark Sullivan, Stephen Brett, Manuela King, Russ Keil Jr., and Erik Murray.

Staff in attendance: Marisa Rodriguez (CEO), Ben Horne (CFO) (virtual), Melanie Medina (Executive Assistant).

1. Call to order and roll call.
Marisa called the meeting to order at 10:00am and took roll call. Noting a quorum, Marisa continued.
2. Public comment.
Public comment was asked for and none was made.
3. To confirm and approve the following items (as discussed previously on June 27, 2024):

Marisa gave an overview of the items that had been discussed and reviewed at the Executive Committee on June 27, 2024.

- a. The minutes of the April 25, 2024, Executive Committee and May 3rd, 2024, meetings.
- b. Pulkesin Mohan (Taj Campton Place) as a Board Member for the Union Square Foundation.
- c. The renewal of the CNB line of credit of \$980,000 and to approve Julie Taylor, Treasurer and Marisa Rodriguez, CEO as signers on the line of credit.
- d. The new credit card in the amount of \$10,000 for use by Eva Schouten for events and related expenses.
- e. Sponsorship consultant (Kevin Bartram) contract.
- f. Accepting \$50,000 grant for Bigbelly maintenance and replacements.



- g. Closed session minutes from April 25, 2024, Executive Committee meeting.
- h. Remote Work Agreement.
- i. Status of Public Realm Manager.
- j. Staff position(s) and new position.
 - i. Revised position for Director of Economic Development and Policy.
 - ii. Reposting Intern Position
 - iii. New position of Chief of Staff.
- k. New consulting client for Director of Economic Development and Policy.

Marisa asked if there were any questions and further discussion needed. There was some discussion regarding the sponsorship consultant and questions on the role and title of the Chief of Staff position. After the overview and discussions members felt comfortable moving forward and felt well informed on these matters.

ACTION: As motioned by Mark Purdy and seconded by Mark Sullivan the members unanimously approved all the actions 3a-3k.

- 4. Adjournment – Meeting was adjourned at 10:33am.