

# LAKESHORE AVENUE BUSINESS IMPROVEMENT DISTRICT Board Meeting December 16, 2024 10 AM

**Location:** The LAKESHORE BAPTIST CHURCH 3534 Lakeshore Avenue

**Zoom: Link as listed. Contact:** racheal@lakeshoreavenue.com  
<https://zoom.us/j/98743707394?pwd=fP7pWgTPmBeok9JSvDdBIHuhRw4Zw8.1>

**General Public Information:** contact racheal@lakeshoreavenue.com  
*American with Disabilities Act:* In compliance with the ADA act, if you need assistance, please give early notice to ensure reasonable arrangements.  
*Public records:* Upon request, any records or documents pertaining to BID will be available.

## AGENDA

*CALL TO ORDER:* Victoria Fong & Barry Gilbert, Co-Presidents

*PUBLIC COMMENTS:* Persons may address the Board on items not on this agenda.  
Limit is 2 minutes for each speaker.

*DISTRICT 2 REPORT:* Debra Israel, Rep for Council Pres. Nikki Fortunato Bas  
Updates from City: Safety programs, matters pertinent to the LABID

### LABID REPORTS & ACTIVITIES

1. *Security*
  - A. End lease on OPD Center: B. Gilbert
  - B. Update on additional night service 11/15/24 - 1/1/25: C. Dru, A. Lemma
  - C. Merchants' involvement: Activities? Interests? Suggestions? J. Hawkins
  - D. Consideration: Expenses for additional security? Lights?
2. *General Maintenance*
  - A. Gardening (\$800 approved): Expended? Additions? A. Lemma
  - B. Cleaning contract & work? New items for 2025 contract? C. Dru
  - C. Garage & Avenue: Suggestions? More lights? C. Dru
  - D. Tree work 12/9-12/11: (\$10K approved): Update? T. Ellis, C. Dru, A. Lemma  
List of contributions & thanks? Records & work order? More work?  
Consideration: Use contributions for more tree work? Maintenance plans?
3. *Avenue Activities & Businesses*
  - A. Events Recaps:
    - LGBTQ Flag Raising: J. Hawkins; R. Scott
    - Holiday Stroll & Hot Cocoa on Avenue (\$1K approved): R. Scott
    - LABID Holiday Gathering 12/7/24 at Shakewell (\$700 approved): C. Dru
  - B. Decorations (\$2,500 approved): Work? Costs? C. Dru

4. *Communications & Website*
  - A. Current & updated roster of LABID Board members; List of property owners
  - B. Website: General info on site? BID documents? Outreach? K. Heath, R. Scott
  - C. Higbee legal IP matter: P. Yamamoto, R. Scott
  - D. Considerations: Web design & maintenance costs? Newsletter? Legal matter?

#### LABID BUSINESS MEETING

1. *APPROVAL OF MINUTES* October 21st; October 25th; November 13th
2. *TREASURER'S REPORT* - T. Ellis, Treasurer
  - A. Accounts & budget reports: YTD budget; Bookkeeper & QB Cloud?
  - B. Propose change for Co-Directors from "indep. contractors" to "employees" in 2025  
Discussion: Employee contracts? Reviews? Expenses? Payroll? Benefits? Insurance?
  - C. Considerations: Year end expenses? Surplus? 2025 Budget changes?
3. Organization Review
  - A. Ad hoc committee: V. Fong, T. Ellis, J. Hawkins
  - B. Inventory current operating documents: Vendors, titled records, contracts, etc.
4. Meetings & Locations
  - A. Monthly Board meetings: 3rd Monday of month; \*Note: Jan 20th & Feb 17th Holidays
  - B. Location(s)? Time? Attendance in person
5. Review Year & Future Planning: Board members
  - A. Maintenance plan; Activities
  - B. Nominating committee