

# LAKESHORE AVENUE BUSINESS IMPROVEMENT DISTRICT Board Meeting January 27, 2025 10 AM

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

**Zoom: Link as listed. Contact:** racheal@lakeshoreavenue.com  
<https://zoom.us/j/99045415675?pwd=NhCbkaIQb2ow4asdmOPhZlyNyGk7Et.1>

## **MINUTES**

*CALL TO ORDER 10:04:* Victoria Fong & Barry Gilbert, Co-Presidents

*Meeting Attendees:* Marissa Betts, James Breeden, Seth Bregman (Zoom), Walter Chui, Terri Ellis, Barry Fong, Victoria Fong, Ilana Friedkin (Zoom), Barry Gilbert, Elaine Gilbert (zoom), Joe Hawkins, Dana Heinemann, Allan Heskin (zoom), Debra Israel (zoom), Dione King, Carol Knight, Racheal Knight-Scott, Abebe Lemma, Phing Yamamoto

*DISTRICT 2 REPORT:* Debra Israel, Rep for District 2; City matters pertinent to the LABID

1. *APPROVAL OF MINUTES* Oct 21st; Oct 25th; Nov 13th; Dec 16th

*Motion to approve: Barry, Marissa Second **Unanimously approved***

2. *TREASURER'S REPORT:* T. Ellis

A. Financial Reports: Oct, Nov, Dec; Bookkeeper S. Wells & QB Cloud? B. Propose change for Co-Directors from "indep. contractors" to "employees" Discussion: Employee contracts? Expenses: Payroll, Benefits, Insurance C. Considerations: Expenses? 2025 Budget changes?

*Terri presented the annual expenses for 2025, which included a \$20,000 rollover from the previous year. The team discussed the proposed change for the co-director to an independent contractor, with a need for further discussion due to potential expense implications. The team also discussed the use of QuickBooks for financial management and the potential use of Trinet for payroll services. The conversation ended with a discussion on the proposal for additional security at the year-end, which was not included in the budget.*

3. *ORGANIZATION REVIEW:* V. Fong, T. Ellis, J. Hawkins

A. Public Records: Inventory of documents; vendors, titled accounts, contracts, etc. B. List of current Property Owners; List of important city contacts

4. *SCHEDULE 2025:*

A. Board meetings 2025: 3rd Mondays monthly; \*Note Feb 17th holiday; Adopt dates B. Activities dates? Speakers? Safety programs?

*We will NOT have a meeting in July. Meetings will resume the 3rd Monday of each month with the exception of July for the remainder of 2025.*

5. *AVENUE ACTIVITIES:*

a. Garage & special clean-up: W. Chui  
b. Tree trimming: Dec trim, donations & records? C. Dru & R. Scott

Next trim date? Consideration of proposal & costs?

c. IP Higbee issue: LABID letter & response? Next step? R. Scott & P. Yamamoto d.

Dumpsters on Avenue: LHA & LABID action: J. Breeden & C. Dru e. Security &

Holiday patrol recap: A. Lemma

f. Gardening: A. Lemma Plans & use of appropriated amount?

*Walter reported that the elevator repair will take place later in the year. Garage cleaning has already been completed. Lighting improvements & bird spikes will be installed over the next month.*

#### 6. COMMUNICATIONS & MARKETING:

a. Website update? Newsletter? K. Heath

b. Banners for public outreach & costs: T. Ellis Consideration? c.

Increase participation by merchants and owners? J. Hawkins

*Racheal & Terri will work together to create a proposal for banners by 2/24 meeting for approval.*

#### 7. FUTURE PLANNING: Board members

A. Agenda Building: Maintenance contract review B.

Nominating committee

*Victoria will ask Phing if she will lead the nominating committee. Marissa and Ilana might join. Racheal will provide necessary contact information to the committee.*

#### 8. ADJOURNMENT 11:48 p.m.