



## I. CALL TO ORDER

B. Akhavan called the meeting to order at 9:15am.

## II. PUBLIC COMMENT

No public comment.

## III. Approval of Minutes 12.18.07

**MOTION:** To approve Minutes 12.18.08

Moved by: B. Akhavan

Seconded by: L. Fulton

**PASSED: Yes**

## IV. Financial Report

A. S. Gibson reviewed the December 2007 Balance Sheet and Profit and Loss for NoHo BID. There was a total income of \$1,141.33 which was income interest and expenses of \$36,308.18 for the month of December. Year to date financials reflected an income of \$631,867.89, slightly under budget due to slow payment. Year to date expenses were \$166,531.11 which R. Leddy reported were mostly start up costs, office supplies, equipment purchases and management.

**MOTION:** To approve the financial report.

Moved by: D. Gonek

Seconded by: L. Fulton

**PASSED: Yes**

D. Gonek recommended that the Board approve R. Leddy as a signor on the bank account for checks under \$1500 in order to make the bill payment process more efficient.

**MOTION:** Approve R. Leddy as a signor on the NoHo BID bank account for checks \$1500 and under, to make transfers and to view statements in order to prepare financial reports for the meeting.

Moved by: L. Fulton

Seconded by: A. Siegal

**PASSED: Yes**

### *B. 2008 Budget*

S. Gibson reviewed the proposed 2008 Annual Operating Budget while noting the actual Profit and Loss for December 2007. The year 2008 will see a carry-forward of \$465,337, which will be needed when the MTA funds run out at the expiration of the current three year BID. The budget for 2008, income and expenses, is

\$465,003. This budget is based on the assessment rates and budget provided for in the Management Plan. Gibson noted that management expense has been disbursed into various categories, such as public space and communication, to exhibit better accounting. Gibson also noted that there is a total of \$26,000 that is un-programmed dollars, to be used at Board's discretion.

**MOTION:** To approve the 2008 Annual Operating Budget

Moved by: D. Gonek

Seconded by: L. Fulton

**PASSED: Yes**

## V. Executive Director Report

### A. *Update on Clean and Safe Teams*

Leddy reported December and Year-To-Date Clean and Safe statistics. After three full months of service the Clean Team has a better handle on the graffiti in the area. Additionally, the security Ambassadors are not seeing the activity after 10 p.m. that they thought they would be extending their hours to midnight. Leddy recommended continuing the weekend shift to midnight but that in the future hours are flexible and can be changed accordingly.

Leddy and Gibson met with CRA about the new streetscape plans. Staff requested that the CRA give NOHO BID the actual documents and drawings for the streetscape improvements so that the BID can plan the maintenance of these additions accordingly. G. Pirzada believes that the trees will be planted throughout the district during the week of February 18<sup>th</sup>. The other parts of the streetscaping plan are still in permitting process. Gibson and Leddy also discussed a more detail working partnership between CRA and the staff at NOHO BID with G. Pirzada. She mentioned that she would set up bi-weekly meetings with BID staff and the project/construction manager for the streetscape project. These meetings will help keep the BID staff informed thereby allowing to communicate this information to its property and business owners.

## VI. New/Old Business

- A. After the Board meeting, Board members participated in a Board Retreat to outline the Core Purpose of the organization and future goals. A summary of the retreat is attached.

## VII. Adjourn

Next meeting will be held February 19, 2008 at 9 a.m. at NoHo BID Offices.