**San Jose PAL Board Meeting Minutes – 11/18/2015**

**Executive Director Update**

Call to Order: 12:15 pm

Board Member Attendees:

Juan Reyes, Jim Ureta, Mauricio Mejia, Joe Gagliardi, J Baca-LaManna, Jamaal, Doreen, Magdalena Carrasco, Geraldo; Aaron Resendez (late)

Absent:

Ignascio Camarena, Jeremy Barousse,

Quorum: Yes

Guest: Roy for Turkey Drive

**Approval of Minutes:**

All reviewed. Corrections noted: Jamaal and Doreen were in attendance at 10/21/15 meeting!

Jay in attendance for 9/15 minutes

Motion to accept by Mauricio Mejia; 2nd by Joe Gagliardi; Passed Unanimously.

**Executive Director Update**

San Jose PAL- Jim Ureta

FINANCIALS

Jim indicated that PAL doing better than in previous years. We’ve been watching spending, have additional revenue from various sports programs, and doing banner advertisement (2 banners going up on Baseball field).

Mauricio wanted to know if there’s discretion as to what ads go up; Jim said yes.

Jim said that logos go to a professional and the fields look great! Sponsors pays for their banner in addition to sponshorship, with the cost of banner at $1,000/year which can be broken down into 4 payments for a 12x6; and we have more room for sponsors. Mauricio says this is great price! Banner actually costs $600 and lasts about 5+ years, and is professionally installed.

In the old days we used to do it ourselves, so this is a much better way… and excellent advertisement too! Mauricio said negotiable for multiple pledges.

Juan indicated that by moving away from Silicon Valley Accountants, and having Antonia doing the bookkeeping, we are now saving around $1,000 per month. Everything is being posted on website, and bookkeeping duties are up to date…..Now we just need more income!

Other: Mauricio indicated that this is his 2nd year anniversary, and is excited that they have seen a great turnaround! Joe Gagliardi has been here since the beginning….’ancient times’

Juan read Carrasco’s newsletter promoting open space, kids, etc….and Juan interested in getting artificial turf for football since it takes +2 month shutdown to repair natural grass. Mauricio indicated that now that all going well and fields are looking better, it’s a good time to appeal to corporations, etc.

For city to do artificial it’ll cost about $1m-$1.2m to convert grass to artificial.

Kudos to Jim for heading Financials!!

TURKEY DRIVE (Jamaal)

This Saturday will be the handout of turkeys with the following schedule: .

11a-1:30 Packing Turkey Meals

1:30 Handout.

So far, the tally is up to 100 family recipients, and we need to pre-pack. Thinks a vote is needed to spend money? Total raised $3500; and a few more dollars trickling in. Last year we had 50 families, and all went smoothly

Radio station 98.5 KFOX to be in attendance – Radio Personality Big Rick will show up.

Families are still needed; around 60 families. So send the word that to contact for sign up, Call SJPAL main office.

Last year Jim said that they went door to door to distribute extra meals in this immediate neighborhood. Maybe there’s another way, but we want to steer clear of big e-blasts because we are still limited. Possible boxing programs could provide additional families. Maria and Stefani had a list last year, and then people showed up with ID; and we will do our best not to turn anyone away. Jamaal has been speaking with Victor in Carrasco’s office about the needy families. Omar will verify the names.

If board members have families that are in need, please provide their names to PAL office.

Roy (Facility Mgr) Indicated that we’ll have football going on and it gets pretty busy, so some how figure out that people needing turkeys can meet somewhere else. THEN have families come into office for turkey pickup. Please communicate to those families to come into office NOT the field. Also turkeys will be delivered frozen, so no storage needed. Juan agreed that this is better planning.

Jamaal said more people volunteering to pack boxes; and Doreen said that last year families walked to the office from their homes and asked for sturdier bags. She found sponsors who donated $ specifically for the bags; and another company donated the sturdy bags with their logo.

Jamaal asked if bag can fit turkey plus meal; and Doreen said they would!

Jamaal will rent van to pick up remaining food items; Doreen has side dishes lined up.

Jim indicated that there’ll be a surplus of funds from Turkey Drive, so can we put funds into special fund for the annual turkey drive. Jamaal will meet with Jim to set this up.

Other item: the GoFundMe takes a couple of days to cash out checks, and so Jamaal will front the money. All agree that a vote is needed to disburse Turkey Drive funds:

Motion by Jim: ***Any expenses related to the Turkey Drive GoFund Me Account should be reimbursed to Jamaal for expenses incurred related to Turkey Drive; and remainder should be designated for annual Turkey Drive****.* 2nd by Joe Gagliardi; Passed Unanimously.

ROCKETSHIP SCHOOL PARKING

Jim said that Rocketship is using PAL parking lot and over running it; especially for special events. He & Aaron set up meeting with Principal and discussed renting out parking at $1K/month. Aaron has done comparables; and found some at $500/monthly and Cesar the same.

They countered with $700/month; so the questions is do we put out another counter or accepts?

Aaron thinks $1000 is the going rate and we should stick to it. We want to determine how many spaces are being used daily; he figured around 100 spaces; with 10-15 here all day; others just dropping off kids, and special events occur about once a month. Child drop-off lasts about 45 minutes; and Juan indicates this might be a liability factor. What if someone is hit? There should be documentation about the use of parking lot, and review by city might be needed. Since there’s no parking at school; families need a parking spot to walk children to school. If school has a function in the evening, the PAL gate cannot be locked up.

Carrasco wants PAL & School to be good neighbors, and believes Jim should not meet with Principal; and should meet with their lobbyist instead. She can set up the meeting so that a mutually beneficial agreement comes about. She wants to develop a partnership, not an adversarial relationship. Joe indicates that there’s a liability because they’re part of school district, and their insurance should include PAL. Someone must have given permission; but that was not done. It appears that for necessity sake, they just started doing it. It looks like we also have to include City.

Mauricio indicated that Camarena agrees that we need to meet with their reps, and also have a vote. Carrasco provided the name of the lobbyist for Rocketship is Eric Shoinower; wonders if PAL should meet with Rick Doyle or one of his attornies; and what we should consider our stance to be. Juan agrees that since we’re aware of parking issue, we must do something.

We cannot discuss rate until there’s an agreement…no matter the rate. City has to approve the channel and school has to do the same because it’s their students.

Jim added that we charge for parking on different PAL events.

Rocketship is a national charter school; and now we’re asking for additional funds in the *middle* of their budgeting year. They’re an outside entity coming into use the parking, and we want to be sure kids, PAL, and school are protected; and need this *working partnership*.

How much would we pay for insurance also, to help guide out costs. Let’s have councilmember set up meeting and vet out risks with Eric & Rick Doyle. Carrasco will make the arrangements.

Maybe Rick can find what coverage costs for parking.

EXECUTIVE DIRECTOR’S REPORT

Fri, 11/20 @ 7p Kids v. Cops soccer

4p-5:30Earthquakes putting on clinic

Target: 5-12years

6p our different teams play each other; exhibition match

7p Kids v. Cops soccer match

Food & refreshments will be available.

Mauricio asked if he still owes $300; Jim did not submit.

SOCCER FINAL

Final game delayed by rain, so it’ll be on Sunday

Had about 1,000 kids for San José soccer

FOOTBALL

Semi finals Sat & Sun

Final 12/5

JR GIANTS

11:30 final game on Saturday,

Fun to see them all play

Try making it

CADET PROMOTIONAL

Tue, 12/2 at SJPOA approx 25 cadets promoted, finished their probation

BASEBALL

Signups begun 1 week ago

SHOE PALACE

1st week in Dec to 2nd week; 12/9

Last year 150-200 pair given out

We designate different organizations and have families come in

Pre-order so provide measurements when giving family names

We have Santa, Elves, and Refreshments

Shoe Palace donates all the shoes, TV coverage for the last 2 years

They usually do 2 events; they bring Converse shoes with fabric paint, then vote on shoes. Have to choose 1kid – that was tough for Jamaal. First Shoe Palace “store: was at the Flea Market, and now look at them! They’re in 39 states now—they attended Overfelt HS -- Carrasco said we should showcase them.

Juan said we’re working on showcasing and doing website for next year’s

ANNOUNCEMENTS

Jim asked to Roy to step out of meeting, since upcoming discussion will affect him.

Jim indicated that we talked about having PAL board meetings every 2months instead of 1x/month. Juan provided that since we have an established finance committee; and starting in January we’d meet every other month (January, March, May, etc).

JIM: Do we need vote; yes

Motion by Mauricio : ***San Jose PAL Board of Director’s to meet every other month beginning January 2016.*** 2nd Joe Gagliardi; Passed Unanimously

Jim is recommending that Board review wages for PAL employees

Antonia is earning minimum wage

Estefanie, wage?

Roy an institution here as facilities mgr, wage?

Jim wants to give year-end bonuses, as follows:

Antonia: $3K (she’s the least paid )

Estafanie: $250

Roy: $500

Discussion: Carrasco asked if this is a typical practice to give bonuses. Jim says no because in the past PAL was run by city employees. Now that PAL is hiring outside people and they’re running the complex, Jim wanted to reward them with a bonus since we’re saving so much money. Carrasco said that there’s no issue rewarding them, but wants to know if it’s a practice that would be frowned upon or if it could be scrutinized in any way. Mauricio said it might be titled as a ‘gift’ not ‘bonus’.

Juan said they’re 1099 employees who are not employed by city and are not union. Is there a problem, and what is the criteria for bonus/gift? Jim indicated that the person that’s earning the most receives the least; and the one earning the least receives the most. Antonia saves PAL the most money, and if the bookkeeping were to be outsourced it would be expensive.

Aaron indicates that city employees were gone by 5p; and now our employees are here and available. Carrasco wants to clarify what the ‘bonus’ should be called; what is payment criteria; and make sure perception is clear. Doreen added that it should be appropriate criteria.

Jim says she saves us close to $70K per year, because bookkeeper/accountant costs more.

Mauricio suggested giving a raise instead of bonus. However, Jim said Antonia does not want raise because it would affect review of her financials by college. Mejia indicated that since 1099 employees cannot receive a bonus; we must call it a different name. Doreen said that perhaps figure the dollar value of having them specifically.

Joe emphasized that this should be internal and not worry about what others think -- Simplify it.

Carrasco wants to find a way of doing this so that they’re rewarded in the appropriate manner; and added that she’s an elected official and held accountable on what is voted on. She believes they should have a bonus, but needs help to craft something that she can defend in public.

Motion by Jim: ***A bonus should be paid to PAL’s 3 employees.*** Passed with the following: Carrasco abstained; all others in favor.

Motion to Adjourn by Joe; Passed Unanimously

Meeting ended at 1:18 p.m.

***NEXT MEETING WED., 1/20/16 AT 12PM***