

## MINUTES

### COMMUTE.ORG FINANCE COMMITTEE

March 25, 2019

400 Oyster Point Blvd, Suite 409, South San Francisco

#### I. ROLL CALL

Finance Committee

Members Present:

Maria Saguisag-Sid, City of Brisbane  
Rick Bonilla, City of San Mateo  
Richard Garbarino, City of South San Francisco  
John Hoang, C/CAG

Other Board

Members Present:

none

Staff in Attendance:

John Ford, Executive Director  
Betsy Juarez, Office Administrator

The March 25, 2019 meeting of the Finance Committee was called to order at 10:13 a.m. by Mr. Garbarino.

#### II. ACTIONS/DISCUSSIONS

- The floor was opened for nominations for the Finance Committee Chair. Mr. Bonilla was nominated on a motion/second by Mr. Garbarino/Mr. Hoang. Mr. Bonilla was unanimously elected to become the chair effective immediately. The floor was then opened for nominations for the Vice Chair. Ms. Saguisag-Sid was nominated on a motion/second by Mr. Garbarino/Mr. Hoang. Ms. Saguisag-Sid was unanimously elected to be become the vice chair effective immediately.
- From the Regular Agenda, on a motion/second by Mr. Garbarino and Mr. Hoang, the minutes from the October 21, 2018 meeting were approved as presented.
- From the Regular Agenda, Mr. Ford reviewed the FY 2018-2019 Q2 investment performance report for the CERBT OPEB fund. On a motion/second by Ms. Saguisag-Sid and Mr. Hoang, the report was recommended for acceptance by the board.
- From the Regular Agenda, Mr. Ford reviewed the FY 2018-2019 Preliminary Financial Reports for the period Jan-2019 thru Mar-2019. The reports, once finalized, will be submitted to the full board or acceptance.

- From the Regular Agenda, the committee discussed the process that will be used to create the budget for the upcoming fiscal year, FY 2019-2020. The committee will meet on Monday, June 3, during which time it will review a draft budget and make recommendations for adjustments.
- From the Regular Agenda, Mr. Ford proposed five meeting dates for the committee in FY 2019-2020. The meetings will be held at 10:00 a.m. in the Commute.org conference room unless otherwise noted. Meeting dates are: August 26, 2019; October 28, 2019; January 27, 2020, March 23, 2020; and May 25, 2020.
- The meeting was adjourned by Chair Bonilla at 10:38 a.m.