

**Presidio Trust Board of Directors Meeting
Via Teleconference
September 23, 2021
Minutes**

Attending Board Members:

Lynne Benioff
Mark Buell
Lenore Eccles
George Marcus
Nicola Miner
Carole McNeil

Participating Staff Members:

Jean Fraser
Michael Boland
Diana Simmons
George Schell
Sal Genito
Carla Carvalho-DeGraff
Rich Rusnack
Paula Brannon
Josh Bagley
Eric Payne
Allison Stone
Amy Deck
Karen Lau
Mollie Matull

The Presidio Trust Board of Directors met via video conference on September 23, 2021.

Closed Session

Board Chair Lynne Benioff called the meeting to order at 3:01 p.m.

Actions Taken:

Approved on the Consent Agenda:

- Minutes from July 21, 2021 Board Meeting
- Sponsorship Policy
- Revised Staff Compensation Policy
- 2022 Board & Committee Meeting Schedule

Informational Items:

- FY21 Actual to Budget Operating Statement & Capital Projects through July 2021
- Refreshed Mission Statement

Approved on the Board Agenda

- Preliminary FY22 budget

Discussion Items:

Item 1 - Executive Session without CEO, including CEO Evaluation Schedule & Process

The Board, with support from Director of Employee Support Services Paula Brannon, met in executive session from 3:01 p.m. – 3:21 p.m. At 3:21 p.m., the Executive Team was called into the meeting with the Board.

Item 2 – Attorney/Client Privileged Briefing (if needed)

Ms. Benioff asked General Counsel George Schell to lead the discussion.

Item 3 – Finance & Audit Committee report

Committee Chair Carole McNeil delivered this report to the Board.

Item 4 – Governance Committee report

Committee Chair Nicola Miner delivered this report to the Board.

Item 5 – Consent Agenda Items

After discussion of the Revised Compensation System, a motion was duly made and seconded. The Board unanimously approved the Consent Agenda items.

Item 6 – Items removed from Consent Calendar

None.

Item 7 – CEO Report, including Business Performance Report and Q & A

Ms. Benioff called on CEO Fraser to deliver her report to the Board. Ms. Fraser highlighted the outreach work Trust staff has been engaging in with Trust partners. Ms. Fraser then asked Chief Park Development and Visitor Engagement Officer Michael Boland to give a park update to the Board. Chief Business Officer Rich Rusnack then updated the Board on the performance of the Trust businesses.

Item 8 – Approval of Preliminary FY22 Budget

Ms. Benioff called on Chief Financial and Administrative Officer Carla Carvalho-DeGraff to introduce this report to the Board. Ms. Carvalho-DeGraff introduced this item and explained that at the end of the presentation Trust staff would be asking for Board’s approval of the

preliminary FY22 budget. Ms. Carvalho-DeGraff then introduced Director of Financial Planning & Analysis Eric Payne to present the preliminary budget. After a motion duly made and seconded, the Board unanimously approved the preliminary FY22 budget. Following the vote, Mr. Payne notified the Board that the Finance team will return in the November Board meeting with a final FY22 budget for the Board's approval.

Item 9 - Preparation for Public Board Meeting

Chief Marketing & Communications Officer Diana Simmons briefed the Board in preparation for the Public Session of the meeting

The closed session of the Board meeting ended at 4:44 p.m.

Public Session

Item 1 - Welcome

The videoconference line was opened for the public session at 6:00 p.m. Some time was provided for attendees to join the Board meeting. At 6:03 Ms. Benioff opened the public session.

Ms. Benioff welcomed everyone to the Presidio Trust public Board meeting and introduced all the Board members to the callers.

Item 2 – Board Chair Report

Ms. Benioff delivered this report to the public attendees.

Item 3 – CEO Report

Ms. Benioff asked Ms. Fraser to deliver her CEO report. Ms. Fraser then shared the Trust's progress on the Trust's three strategic goals: People, Planet and Performance.

Item 4 – Q&A with CEO

At the conclusion of the CEO report, Ms. Benioff opened the meeting for questions for Ms. Fraser.

Item 5 - Report on Strategic Goal #1: The Presidio is Visited and Loved by All

Ms. Benioff called on Ms. Fraser to lead this item and Ms. Fraser introduced Mr. Boland to open this report. Mr. Boland then asked staff members Allison Stone (Director of Visitor Engagement), Amy Deck (Recreation & Wellness Specialist) and Karen Lau (Senior Marketing Manager) to provide information on some recent activities conducted at the Trust.

Item 6 - Public Comments Session

Ms. Benioff opened the public comments section of the meeting and reminded attendees how to virtually raise their hand to signal their wish to speak. All commenters were then called on to speak.

Once there were no more requests to comment, Ms. Benioff thanked the participants and adjourned the meeting at 7:00 p.m.