



**Willow Glen Business Association**  
**Board of Directors & General Membership Meeting**  
 Agenda for Tuesday, February 9, 2010 • 8:00 am – 10:00 am  
**Willow Glen Community and Senior Center**  
 2175 Lincoln Avenue (near Curtner)

**I – Information Only    A – Action Required    G – Good of the Order**

<b>Item</b>	<b>Type</b>	<b>Person Responsible</b>	<b>Timeline</b>	<b>Action</b>
Meeting called to order	G	President, Kevin Swanson	<b>8:00 am</b>	
1. Approval of minutes	A	Board Secretary Emilie Highley		Consideration of January 12, 2010 minutes (attached)
2. Executive Committee Report	A	President, Kevin Swanson		Welcome to new board.
3. Committee Reports	I	3.1 Member Relations Chair, Tom Trudell		Member Relations Committee Charter presented for board approval (copy attached). Report on status of Committee projects, accomplishments to date, and goals for the following month.
	I	3.2 Promotions & Events Chair, TBD (report attached)		
4. Neighborhood Report	I	Willow Glen Neighborhood Association, Business Committee Chair – Richard Zappelli	8:55-9am	Update on neighborhood issues related to the business district
5. Member's Time	G	Moderated by Board President	<b>9:00 am Time Certain  15 minutes</b>	Open forum for BID and community members to share ideas and concerns from members in attendance. This is not the time to solve problems, but a process to get them on the table for committee consideration as necessary.
	A	3.3 Our Avenue Chair, Fred Oliver		Report on status of Committee projects, accomplishments to date, and goals for the following month.
6. Finance Committee Report	A	Board Treasurer David Machado		Review of Monthly Finance Reports.
7. Executive Director's Report (includes report on festivals)	A	Norma Ruiz, Executive Director		Associate Member application for board approval. Report available at meeting.
8. New Business				No New Business
9. Meeting Adjournment	G	President, Kevin Swanson	<b>10:00am</b>	

**Mark your calendar – next meeting is Tuesday, March 9, 2010 8:00–10:00 am**  
**Location: Willow Glen Community and Senior Center**