

japantown task force, inc.
a planning, preservation, and development organization

JTF Board Meeting
September 27, 2004 @ 6:00 p.m.
1765 Sutter St.
Minutes

Attendees: Scott Belser, Doug Dawkins, Rosalyn Tonai, Michael Gowe, Caryl Ito, Mark Moriguchi, Tak Matsuba, Benh Nakajo

Staff: Darryl Abantao, Linda Jofuku, Misako Mori

Guests: Clement Lai, Don Langley, Leina H. Yamamoto

Excused Absences: Seiko Fujimoto, Sandy Mori

Absent: Bob Otsuka, Tetusya Yoshida

A. Recognition of Quorum:

B. Approval of Minutes: Meeting of August 23, 2004

C. Chair's Report:

1. Meeting with Dwayne Jones, Director, MOCD
Sandy and Linda met with Dwayne Jones and Sandy voiced that funding for programs would effect most important for the small business merchants and also the community. Japantown needs help advertising to get more traffic to at least stop by in the community. Not only internationally do we need help with the tourists, but also nationally as well in the 'SF Campaign.' The concepts plan and work plans for the merchants need to be incorporated as well.
2. Action Items – approve executive director's retirement pick-up
Linda has not had any money go into a retirement plan since the time she was hired due to a lack of funding. 3-6% of her salary is supposed to be going into a 403B plan, which hopefully will be retroactive for the last two years.
There was a unanimous vote by the board to approve a 6% employer contribution to Linda's retirement account for the 2004 calendar year.
3. Required 990 & state reporting forms (Mark Moriguchi)
Mark Moriguchi is the Treasurer for the Japantown Task Force and will file a nonprofit 990 tax return. It is retroactive from February 3, 2003 through June 2004. He will be working on the 403B retirement plan as well.

D. Director's Report:

1. Bicycle Network Plan
 - i. Expressed concern at the MTA meeting that we were not in receipt of the Bike Plan policy statement prior to the hearing. Clarified that J-Town did not want a Bike Lane placed on Post St.
2. Buchanan Mall – Crime Issues – September 23, meeting at City Hall
The safe was stolen from the Kimochi Luncheon Program recently. The graffiti in the area has not increased by much, but still is a problem. Japantown has many dark spots

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at night and floodlights along the walls of the mall would be a possible solution. They would not be on all day, but on a timer system.

3. SB307 Update
 - i. As of now, the preliminary draft of Senate Bill 307 has been completed and given to the requisite entities.
4. Peace Plaza Update
 - i. Plaza still has infrastructure problems that need to be fixed e.g. broken tiles, severe leakage into the Parking Garage.

E. Committee Reports:

1. Finance Committee
None
2. Business and Economic Development Committee
Visa Program from SFCVB
The merchants would use the CVB Visa credit card instead of their existing credit card and in return they would receive a free advertisement for Japantown merchants on television and the CVB website.

Police Koban
The police Koban located at Post and Buchanan will be moving to Chinatown, however the check for the koban has not been received, so once the check arrives and clears Chinatown will be able to relocate the koban.
3. Health and Safety Committee
Benh Nakajo would like to step down as Chair for the Health and Safety Committee, but would like to remain on the committee.
4. Cultural and Historical Preservation Committee
None
5. Communications & Marketing Committee
None
6. Personnel Committee Evaluation
Caryl, Linda and Sandy had a meeting and are making final changes to the draft. They will present the draft to the Executive Committee in October. They will also be working with Mark on the 403B retirement plan.

F. Other Business and Announcements:

1. Sept. 27 – Oct. 29 – NJAHS “Back in the Day – Japantown Exhibit”
There will be a reception on October 9 at 2 p.m.
Donations are welcome.
2. Shirley Wysinger’s retirement party
October 15 at Miyako Hotel - \$55

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We would like to have two tables to show our appreciation to Shirley for all the work she has done for the Task Force and possibly a nice bottle of Sake.

3. Meetings for SB-307 3 J-Towns Meeting October 6 in San Jose. San Francisco Japantown SB 307 Community meeting is scheduled for October 13 at Konko Church
4. Emily Murase – free reception
October 7 @ 5 p.m.
Asian Art Museum – North Court
RSVP – (415) 252-2572
- 5 Jennie Chin Hansen from On Lok will be honored at SPUR luncheon November 1 @ 12 p.m. at Moscone West - \$125
6. Me Sook Doolittle (Korean Fashion Designer) Fashion Show at Nordstrom on Sept. 30, 6-8 PM