

japantown task force, inc.

a planning, preservation, and development organization

**JTF Board Meeting
June 26, 2006 @ 6:00 p.m.
California Bank & Trust Conference Room
Meeting minutes - DRAFT**

Attendees: Seiko Fujimoto, Caryl Ito, Sandy Mori (Pres.), Tak Matsuba, Mark Moriguchi, Benh Nakajo, Rosalyn Tonai,
Staff: Darryl Abantao, Bob Hamaguchi
Guests: Don Langley, The New Fillmore, Fred Kochi, Harriet Ishimoto, Assistant to Congresswoman Nancy Pelosi
Excused: Doug Dawkins, Rosalyn Tonai
Absent: Scott Belser

**Recognition of Quorum established by 8 members.
Meeting called to order: 6:17 p.m. by Sandy Mori, President**

A. Approval of Minutes: Special Board Meeting of May 16 and Regular Board Meeting of May 22, 2006

The minutes of the Special Use District Meeting of May 16, 2006 were approved unanimously as submitted. The minutes of the meeting of May 22, 2006 were also approved unanimously as submitted.

**B. Report from Bob Hamaguchi, Independent Contractor
Grant Projects Status**

DPH – Pedestrian/Traffic Safety Community Plan – The budget and work plan were revised with the Department of Public Health and are now on schedule with a short timeline through August 2006. There are a few presentations scheduled with organizations including Nihonmachi Little Friends, Christ United Presbyterian Church and the Sequoia's. A PowerPoint presentation is included in the board packet of what will be presented. All of the Pedestrian Safety Surveys have been collected; the information from the English surveys has been collected, but the Japanese version is still in progress.

MTA – BRT Geary Corridor – There was discussion on whether JTF should take a position to support the Geary BRT Project and if JTF does indeed take a position to support or not support this project, they should contact Jim Misener so that JTF's position is consistent. Sandy Mori commented that there should be a formal presentation to the JTF so that we are working with the right facts and are educated before taking a position to support or not the project.

NBF – Keep Japantown Clean - Of the \$8,000 grant, we thought we could not get back the negative figures that we carried. There is a 15 percent matching requirement, but we can get back 85 percent, which is still good. We have an extension through the end of July to file.

Finance Information – There were several scattered non-JCYC accounts that are now closed or consolidated to JCYC, however the Muriel Siebert account is still under investigation.

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Closeout of '05 – '06 - There is enough money to finish the fiscal year through the end of June. There is a breakdown through the end of May that shows what is available and what has been spent in respect to all of the available grants. Each source is restricted and there is a breakdown of each contract. The June funds have been estimated and we have sufficient funds through the end of the fiscal year.

C. Report from JTF Executive Committee – Sandy Mori

Approval for Consultant Fee – There was discussion about whether the title for Robert Hamaguchi should be labeled as 'Independent Contractor' or 'Volunteer Consultant.' Sandy requested to authorize the Independent Consultant fee and it was approved on the contingent that the written approval for the planned allocations for June from Richard Hashimoto of Japan Center Garage.

Search for New Executive Director – Rosalyn Tonai put together a rough draft of the job description for the search for a new executive director. It will be sent out and candidates will be sorted through for the most qualified candidates for an interview. The question of operating without an executive director or going back to having a 50-person committee of volunteers was mentioned, but there was consensus that it is best to operate with an executive director. A price range for the salary was agreed upon instead of having a set salary amount to vary depending on experience. Mark Moriguchi asked about the JCYC policy regarding personnel and vacation time that needs to be investigated with JCYC.

Meet and Greet – 3D Investments asked JTF to put together a 'Meet and Greet' opportunity to introduce themselves to the community. 3D Investments felt that JTF was a composite of all of the groups in Japantown. It is scheduled for Friday, July 14 from 10 to 11 a.m. Richard Hashimoto and Sandy Mori put together a list of no more than 100 people.

New Board Members – Dennis Henmi – Denis is a good addition to the Board of Directors. Dennis introduced himself and gave background information about himself and his ties to the community. There was a motion to vote Denis Henmi onto the Board of JTF and was unanimously approved.

Update Board Bios for Website – Darryl will send out an email to update the Board members information for the JTF website.

D. Committee Reports:

Finance Report – Mark Moriguchi

None

Business and Economic Development – Tak Matsuba

The Final amended version for the Special Use District is going before the Board of Supervisors Tuesday June 27, 2006.

Health and Safety Committee – Benh Nakajo

Benh requested that Darryl to email him the list of current people on this committee. He needs to reorganize the committee.

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Cultural and Historical Preservation Committee – Rosalyn Tonai

None

Communications and Marketing Committee – Seiko Fujimoto

None

E. Other Business and Announcements:

1. Harriet Ishimoto and Japantown's 100th Anniversary Celebration
 - a. Harriet Ishimoto, Staff Assistant to Congresswoman Nancy Pelosi attended the meeting to propose a possibility of designating a specific area that would tie to the celebration of Japantown's 100th Anniversary of being in the Western Addition. There was discussion about the possibilities of the location of this dedication and the Buchanan Mall was one of the suggested sites. Ishimoto will check Congresswoman Pelosi's schedule to see when an appropriate time will be.
2. Scott Belser will be joining the Peace Corps and leaving the JTF Board of Directors.
3. Michael Gowe will be teaching a semester of Law school and will not be able to attend meetings while teaching, but will return when he the semester is over.
4. JTF would like to buy Jane Kow, pro bono attorney, a gift to show our appreciation for her work.
5. JTF would also like to thank Alice Barkley and take her out to dinner for her pro bono work on the Special Use District.
6. FYI on Tuesday 6/27 there will be a Kokoro Community Solution Town Hall Meeting.

Meeting adjourned at 8:17 pm.