

# SAN YSIDRO BUSINESS ASSOCIATION

## BOARD OF DIRECTORS MEETING

Tuesday, May 31, 2016

8:30 – 10:00 AM at Community Service Center

### Agenda

1. Welcome and Convening of Meeting, Roll Call and Introductions (8:30am)
2. Public Comment
3. Approval of Minutes- Last Month's Meeting **ACTION**
4. President's Report President Murguia is unable to attend
5. Executive Director's Report Executive Director Wells Information
  - a. Notre Dame Non-Profit Executive Training
  - b. Virginia Ave TC
  - c. Farmer's Market Update
  - d. Actions on behalf of members:
    - 1) Local Mobility – PediCabs and Low Speed Vehicles
    - 2) Wait Times Surveys  
Boulevard Input  
Como Esta la Linea
  - e. Upcoming Events
    - i. Binational Golf Tournament June 10
    - ii. East-West, US-MX Ped Mobility Tour TBD
    - iii. Independence Festival July 2
6. Treasurer's Report Treasurer Goudeau Information
  - a. Monthly Report
7. New Business –
  - a. Election Process 2017
    - 1) Nominations Sent May 27
    - 2) Nomination Deadline June 8
    - 3) Special Board Meeting to Approve Ballot June 9
    - 4) Voting June 10-24
    - 5) Election Committee Count Meeting June 27
    - 6) Board Meeting/ Annual Mtg, Election Results June 28
8. Committee Reports: Information
  - a. Boulevard Committee
  - b. Education Committee
  - c. Events and Promotions Committee
  - d. San Ysidro Smart Border Coalition
  - e. Border Transportation Council
  - f. Border Public Arts Committee
9. Adjourn (10:00 am)

**NEXT BOARD MEETING: JUNE 27, 2016**

**San Ysidro Business Association**  
**Balance Sheet**  
As of April 30, 2016

	<u>Apr 30, 16</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
10010 · Petty Cash	300.00
10020 · Regular Checking Account	4,667.96
<b>Total Checking/Savings</b>	<u>4,967.96</u>
<b>Accounts Receivable</b>	
10130 · Accounts Receivable	5,344.00
<b>Total Accounts Receivable</b>	<u>5,344.00</u>
<b>Other Current Assets</b>	
10120 · City of San Diego Receivable	2,419.72
<b>Total Other Current Assets</b>	<u>2,419.72</u>
<b>Total Current Assets</b>	<u>12,731.68</u>
<b>Fixed Assets</b>	
10200 · Equipment	25,561.60
10210 · Accumulated Depreciation	-25,561.60
<b>Total Fixed Assets</b>	<u>0.00</u>
<b>Other Assets</b>	
10155 · Deposits	1,000.00
<b>Total Other Assets</b>	<u>1,000.00</u>
<b>TOTAL ASSETS</b>	<b><u><u>13,731.68</u></u></b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
2000 · *Accounts Payable	3,049.18
<b>Total Accounts Payable</b>	<u>3,049.18</u>
<b>Other Current Liabilities</b>	
20280 · SBEP Advance	4,970.69
20285 · BID Assessments	9,112.29
20300 · Accrued Expenses- Hearts&Hands	6,480.00
<b>Total Other Current Liabilities</b>	<u>20,562.98</u>
<b>Total Current Liabilities</b>	<u>23,612.16</u>
<b>Total Liabilities</b>	23,612.16
<b>Equity</b>	
30020 · Unrestricted Net Assets	-14,043.67
Net Income	4,163.19
<b>Total Equity</b>	<u>-9,880.48</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u><u>13,731.68</u></u></b>

**San Ysidro Business Association**  
**Profit & Loss Budget vs. Actual**  
 July 2015 through April 2016

	<b>Jul '15 - Apr 16</b>	<b>Budget</b>	<b>Variance</b>
<b>Income</b>			
40020 · BID Assesments	118,417.41	129,150.00	-10,732.59
40025 · BID Bank Members	1,200.00	7,000.00	-5,800.00
40040 · Special Events/Corp . Sponsors	0.00	8,340.00	-8,340.00
40050 · Event Revenue	0.00	5,000.00	-5,000.00
40080 · Donations	1,676.01		
40100 · Shamrock Contract	41,296.00	43,000.00	-1,704.00
40135 · Banner Income	0.00	4,200.00	-4,200.00
40150 · Newslettr/Directory Advertising	9,392.00	16,650.00	-7,258.00
41000 · SBEP	13,011.31	14,784.00	-1,772.69
41010 · Tech. Assistance/Acctng.	2,419.72		
<b>Total Income</b>	<b>187,412.45</b>	<b>228,124.00</b>	<b>-40,711.55</b>
<b>Expense</b>			
50015 · Gifts	0.00	500.00	-500.00
50045 · Board Meetings/Retreat/AGM	759.72	500.00	259.72
50153 · Legal	370.00		
51029- · SDRA utility boxes	0.00	1,250.00	-1,250.00
51030 · Signature Event	4,690.93	5,000.00	-309.07
<b>512059 · Personnel</b>			
50310 · Salaries	72,768.80	61,810.00	10,958.80
50315 · Payroll Taxes	6,238.81	7,474.00	-1,235.19
50320 · Health Benefits	1,077.76	3,500.00	-2,422.24
50325 · Workers Compensation	1,574.00		
50330 · Payroll Fees	742.00		
512059 · Personnel - Other	0.01	0.00	0.01
<b>Total 512059 · Personnel</b>	<b>82,401.38</b>	<b>72,784.00</b>	<b>9,617.38</b>
<b>512110 · Design</b>			
512120 · Design & Improvement	0.00	47,750.00	-47,750.00
<b>Total 512110 · Design</b>	<b>0.00</b>	<b>47,750.00</b>	<b>-47,750.00</b>
<b>512138 · Outreach/ Promotions</b>			
512140 · Directory	10,005.63	11,500.00	-1,494.37
512160 · Small Business Recognition	3,800.00		
<b>Total 512138 · Outreach/ Promotions</b>	<b>13,805.63</b>	<b>11,500.00</b>	<b>2,305.63</b>
<b>512143 · Office Operational Costs</b>			
50020 · Rent & Utilities	2,783.35	6,350.00	-3,566.65
50070 · Insurance	0.00	3,500.00	-3,500.00
50080 · Supplies	1,755.73	1,500.00	255.73
50110 · Dues and Subs.	550.00	0.00	550.00
50115 · Postage & Shipping	86.77	440.00	-353.23
50120 · Computer/Software	839.72		
50151 · Accounting	5,200.00	7,500.00	-2,300.00

50152 · Telephone.	0.00	900.00	-900.00
<b>Total 512143 · Office Operational Costs</b>	11,215.57	20,190.00	-8,974.43
512153 · Contingency	8,082.91	3,000.00	5,082.91
52001 · Bank Fees	189.60	0.00	189.60
52040 · Maintenance	61,733.52	65,650.00	-3,916.48
<b>Total Expense</b>	183,249.26	228,124.00	-44,874.74
<b>Net Income</b>	<b>4,163.19</b>	<b>0.00</b>	<b>4,163.19</b>

**San Ysidro Business Association**  
**Profit & Loss by Class**  
 July 2015 through April 2016

	<u>Banks</u>	<u>BID</u>	<u>SBEP</u>	<u>SPEC</u>	<u>TOTAL</u>
<b>Income</b>					
40020 · BID Assesments	0.00	118,417.41	0.00	0.00	118,417.41
40025 · BID Bank Members	1,200.00	0.00	0.00	0.00	1,200.00
40080 · Donations	0.00	0.00	0.00	1,676.01	1,676.01
40100 · Shamrock Contract	0.00	0.00	0.00	41,296.00	41,296.00
40150 · Newslettr/Directory Advertising	0.00	0.00	0.00	9,392.00	9,392.00
41000 · SBEP	0.00	0.00	13,011.31	0.00	13,011.31
41010 · Tech. Assistance/Acctng.	0.00	0.00	2,419.72	0.00	2,419.72
<b>Total Income</b>	<u>1,200.00</u>	<u>118,417.41</u>	<u>15,431.03</u>	<u>52,364.01</u>	<u>187,412.45</u>
<b>Expense</b>					
50045 · Board Meetings/Retreat/AGM	0.00	0.00	0.00	759.72	759.72
50153 · Legal	0.00	0.00	0.00	370.00	370.00
51030 · Signature Event	0.00	0.00	0.00	4,690.93	4,690.93
512059 · Personnel					
50310 · Salaries	0.00	60,851.45	11,917.35	0.00	72,768.80
50315 · Payroll Taxes	0.00	5,264.85	973.96	0.00	6,238.81
50320 · Health Benefits	0.00	1,077.76	0.00	0.00	1,077.76
50325 · Workers Compensation	0.00	1,574.00	0.00	0.00	1,574.00
50330 · Payroll Fees	0.00	742.00	0.00	0.00	742.00
512059 · Personnel - Other	0.00	0.01	0.00	0.00	0.01
<b>Total 512059 · Personnel</b>	<u>0.00</u>	<u>69,510.07</u>	<u>12,891.31</u>	<u>0.00</u>	<u>82,401.38</u>
512138 · Outreach/ Promotions					
512140 · Directory	0.00	10,005.63	0.00	0.00	10,005.63
512160 · Small Business Recognition	0.00	3,200.00	0.00	600.00	3,800.00
<b>Total 512138 · Outreach/ Promotions</b>	<u>0.00</u>	<u>13,205.63</u>	<u>0.00</u>	<u>600.00</u>	<u>13,805.63</u>
512143 · Office Operational Costs					
50020 · Rent & Utilities	0.00	2,783.35	0.00	0.00	2,783.35
50080 · Supplies	0.00	0.00	0.00	1,755.73	1,755.73
50110 · Dues and Subs.	0.00	0.00	0.00	550.00	550.00
50115 · Postage & Shipping	0.00	0.00	0.00	86.77	86.77
50120 · Computer/Software	0.00	0.00	839.72	0.00	839.72
50151 · Accounting	0.00	2,800.00	1,700.00	700.00	5,200.00
<b>Total 512143 · Office Operational Costs</b>	<u>0.00</u>	<u>5,583.35</u>	<u>2,539.72</u>	<u>3,092.50</u>	<u>11,215.57</u>
512153 · Contingency	0.00	8,082.91	0.00	0.00	8,082.91
52001 · Bank Fees	0.00	0.00	0.00	189.60	189.60
52040 · Maintenance	0.00	22,035.45	0.00	39,698.07	61,733.52
<b>Total Expense</b>	<u>0.00</u>	<u>118,417.41</u>	<u>15,431.03</u>	<u>49,400.82</u>	<u>183,249.26</u>
<b>Net Income</b>	<u><u>1,200.00</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>2,963.19</u></u>	<u><u>4,163.19</u></u>