

**Meeting Minutes**  
**Executive Committee Meeting of the Envision Education Board of Directors**  
Envision Education Office  
111 Myrtle Street, Suite 203  
Oakland, CA 94607  
June 23, 2016

**I. CLOSED SESSION:** Personnel Per Gov. Code 54957

**II. PRELIMINARY**

1. Report back from Closed Session: none
2. Parker Blackman, board chair, called the meeting to order at 5:20pm
3. Roll Call by teleconference
  - Gia Truong (CEO), Phil Johnston (Vice Chair), Keysha Bailey (Secretary/Treasurer), Parker Blackman (Chair)

**III. PUBLIC COMMENTS/ ANNOUNCEMENT**

none

**IV. DISCUSSION AND ACTION ITEMS**

1. Gia Truong explained the terms of the SFUSD and City Arts and Tech lease:
  - The new lease increases our annual rent gradually over the next 5 years, from \$103K this year to \$143K in 2020-21. The rent rate can't be changed as long as the lease is in place.
  - Through Prop 39, our rate would have been \$143K in 2016-17 and potentially more in upcoming years. Therefore, the lease is a better financial option for us.
  - The lease means we don't have to apply to stay in our space through Prop 39 for the next 5 years which saves us time and hassle.
  - The legal implications of the new lease are:
    - The district has a "one-year notice" option to inform us by July 1 that they want us out by the following June 30.
    - We have to request the district's permission in writing to perform any improvements to the site.
    - There are specific terms about the routine and deferred maintenance of the building, the district is responsible for major structural maintenance, we are responsible for routine maintenance

**Approve Facilities Use Agreement Between SFUSD and City Arts and Tech in lieu of Proposition 39 (Lease term: July 1, 2016 to June 30, 2021)**

- Motion: Phil Johnston
- Second: Keysha Bailey
- Approved by voice vote: Yes 4 No 0

**V. ADJOURNMENT**

Meeting was adjourned at 5:40pm