



## Finance Committee Agenda

February 20, 2024, from 2:30 PM – 3:00 PM

**In-Person Location:** Russ Building | 235 Montgomery St. #828

**Finance Committee Members:** Chris Trotier (Chair), Kristie Arevalo (Vice Chair), Glenn Good, Diana Rosenblatt, Kristian Weeks

**Staff:** Robbie Silver (Executive Director), Hannah Kiburz (Administration Manager), Sherlice Theroux (TL-Squared), Christina Rossetti (TL-Squared)

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### AGENDA

1. Call to order and roll call.
2. **Public Comment:** Any member of the public may address the Finance Committee concerning any item not on the agenda.
3. **Motion:** To approve the January 22, 2024, meeting minutes.
4. **Presentation:** Review of January 2024 Budget Summary & Variance Report.
  - a. **Motion:** To approve the January 2024 Financial Statements.
5. **Discussion:** PTO Accrual Amendment
  - a. **Motion:** To amend the HR handbook to allow employees at Director or higher-level positions to accrue a maximum of 220 hours of PTO.
6. The next Finance Committee meeting is scheduled for March 19, 2024, at 2:30 PM.
7. Adjournment

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*BROWN ACT: Government Code 54950 (The Brown Act) requires that a brief description of each item to be transacted or discussed be posted at least 72 hours prior to a regular meeting and at least 24 hours prior to a special meeting. No permanent location for meetings has been set at this time. Action may not be taken on items not identified as such and posted on the agenda. If you have a disability and require special assistance to participate in the meeting, please call (415) 634-2251 or email Robbie Silver at [rsilver@downtownsf.org](mailto:rsilver@downtownsf.org) at least 24 hours prior to the meeting.*