



Diamond Business Association, Inc.
dba Southeastern Diamond Business Association (SDBD)
Board of Directors Meeting October 18, 2016 at 5:30pm
Tubman Chavez Community Center, 415 Euclid Avenue, San Diego, CA 92114

MINUTES of the SDBD Meeting October 18, 2016

Board Members Present: Carlos Vasquez (CIVIC San Diego), Marion McCord (Alpha Center), Hugh Muhammad (RBW Security), Venus Molina (Jacobs Center for Neighborhood Innovation) - Delegate for Omar Passons.

Absent: Karely Diaz (Diaz Brothers Catering), Brian Maty (Metro PCS), R. Daniel Hernandez (San Ysidro Health Center).

Others Present: Liliana Garcia-Rivera (Executive Director, SDBD), Karina Velazquez (Program Manager, SDBD), Darnisha Hunter (Mayor Kevin Faulconer's Office), Eric Miller (Office of Councilwoman Myrtle Cole), Ron Lacey (Lacey Consulting), Tony Young (Civic Link Strategies), Matthew Mendenhall (The Community Connection), Jimmy Silverwood (Affirmed Housing).

Board Meeting was called to order by President Carlos Vasquez at 5:38pm. Quorum was present (4 of 7 members).

Public Comment - None.

Approval of the Agenda

Motion made by Venus Molina to approve the agenda with the addition of the item to approve the submittal of a RFQ for CDBG 2018. Second by Hugh Muhammad. Vote: 4-0-0. Motion passed.

Presentation on Hilltop and Euclid Development

Jimmy Silverwood from Affirmed Housing and Tony Young from CIVIC Link strategies presented.

Consent Agenda

1. Approval of Board Meeting Minutes of August 16, 2016 and Special Meeting of October 5, 2016; and
2. Approve Associate Membership Application for Grid Alternatives.

Motion made by Venus Molinda to approve the consent agenda. Second by Marion McCord. Vote: 4-0-0. Motion passed.

President's Report/Executive Committee - Carlos Vasquez

1. Approval to enter into a new MOU with LISC San Diego for Kiva Loan Program.

Motion made by Venus Molina to approve to enter into a new MOU with LISC San Diego for a Kiva Loan Program. Second by Marion McCord. Vote: 4-0-0. Motion passed.

2. Approval to loan \$600 to the Southeastern Diamond Business District Foundation by means of a check, due and payable in one calendar year, for set-up and incorporation expenses.

Motion made by Venus Molina to approve to loan \$600 to the SBDB Foundation. Second by Marion McCord. Vote: 3-1-0. Motion passed. Hugh Muhammad abstained.

3. Follow-up Organizational Retreat December 10, 2016. We can review the last retreat report, discuss the priorities for the next fiscal year in preparation for the 2018 Workplan and have a holiday luncheon. Total of four (4) hours; morning/lunch.

Motion made by Hugh Muhammad to hold a follow-up organizational retreat in December. Second by Venus Molina. Vote: 4-0-0. Motion passed.

4. US Bank Line of Credit and Credit Card - Carlos Vasquez reported that we now have a line of credit for \$30,000 and a credit card for \$12,000. There was discussion over the the policies and procedures for using the card and line of credit. Hugh Muhammad was concerned over the organization having a credit card. Carlos Vasquez recommended that matter of the credit card be discussed and voted on at the next meeting.

5. Banner Policy - Carlos Vasquez tasks Hugh with leading the effort to call a meeting to finalize the banner policy.

Financial Report- Liliana Garcia-Rivera

Liliana Garcia-Rivera distributed the August and September Financial Reports. There was a specific question as to why the County Grant funds appeared in liabilities. Liliana Garcia-Rivera said that they appeared there because the monies were paid in advance and had not yet been spent. The board asked for further clarification. There also was discussion on why the credit card and line of credit did not appear on the Balance Sheet.

Executive Director's Report: Liliana Garcia-Rivera

Accounting/Bookkeeping - The system has been working smoothly and we'll need to start looking at mid-year budget adjustments.

Fund Development: A report was made on the pending grant amounts forthcoming. Additionally, the Executive Director requested authorization to submit an RFQ for CDBG 2018.

Motion made by Venus Molinda to approve the submit the RFQ for CDBG 2018. Second by Hugh Muhammad. Vote: 4-0-0. Motion passed.

Audit-We are meeting with the Auditor next week and we may not have enough time to complete the audit before the month end. An extension will be requested and we will have the audit at the next meeting.

Taste of the Diamond: Event is this week. Everyone is urged to sell or give away their tickets.

Bilingual Workshop for Small Businesses: On September 28th we had a workshop in a bilingual format. Two businesses attended.

Referral Based Business Workshop: Workshop with SBDC taking place October 26th.

Economic Development Committee Report

JCNI President's Roundtable: Liliana Garcia-Rivera reported that the Diamond BID has been invited to this collaboration to review the survey results and help with the decisions being made with the Master Plan. The next meeting will have to do with retail and business.

Hilltop and Euclid Development: The Diamond BID made a statement of support for this project at the City Council Hearing.

Announcements: Eric Miller introduced himself as the new community representative for Councilmember Cole.

The meeting was adjourned at 7:07pm

Written by Karina Velazquez, SDBD Program Manager
Finalized by Liliana Garcia-Rivera, SDBD Executive Director