



Diamond Business Association, Inc.
Southeastern Diamond Business Association (SDBD)
Board of Directors Meeting Agenda
5003 Imperial Avenue Ste 114A
San Diego, CA, 92113

August 17, 2023, from 12:00 PM -1:00 PM

1. Organizational Business

- Call To Order: 12:04pm

Board Members in attendance

- Daneyel Walker- The Mental Bar
- Karla Ruiz – Vice President - Bilingual Mobile Notaries
- Marco Ortiz- President- Ortiz Insurance agency
- DeBrenna Glastervann – Board Member – Rekre8 Apparel, LLC

Others Present:

1. Erica Schwing – Office Assistant

2. READING OF THE MISSION STATEMENT:

Mission Statement-

The Mission of the Diamond Business Association is to foster economic prosperity by advocating for and promoting the growth of businesses in the Diamond District.

3. APPROVAL OF THE AGENDA:

[Motion: Daneyel Walker | Second: DeBrenna Glastervann | Yes: 4 | No: 0 | Abstain:0]

4. CONSENT ITEMS:

- Approve minutes of the Board of Directors meeting for July 2023.
- Financials for July to be received and filed.

[Motion: DeBrenna Glastervann | Second: Daneyel Walker | Yes: 4 | No: 0 | Abstain:0]

5. ACTION ITEMS:

- Approval to Amend Bylaws sections: Section 1 and deleting section 2 and changes to sections A, B, and C.
- Marco Ortiz - Elaborated that since the City of San Diego decided to not award us the Business Improvement District (BID) contract, many sections in the Bylaws that give reference to BID members and Associate Members, will no longer apply without the BID contract and therefore changes need to be made throughout the Bylaws to eliminate any reference to "Associate Members" since we will only have one type of "Member" many changes were primarily made to Section 1 and 2 and retaining sections A, B, and C.

[Motion: DeBrenna Glastervann | Second: Daneyel Walker | Yes: 4 | No: 0 | Abstain:0]

- Approval to Amend Bylaws section: ARTICLE VII Election of Directors
- Marco Ortiz – Elaborated that the same changes to Section 1,2,A,B, and C need to be made to delete any reference to BID paid members since we only have one type of member.

[Motion: DeBrenna Glastervann | Second: Daneyel Walker | Yes: 4 | No:0|Abstain:0]

- Approval to Amend Mission Statement:
Changed to:

The Mission of the Diamond Business Association is to foster economic prosperity by advocating for and promoting the growth of businesses in San Diego County.

- Marco Ortiz – Elaborated that since we are not bound by a geographical area, we will now serve any one who wishes to become a member as described in section 1 and has a presence in Sand Diego County.

[Motion: DeBrenna Glastervann | Second: Daneyel Walker | Yes: 4 | No:0 | Abstain: 0]

1- Approval to form the Membership Committee

- A Motion was presented to establish a membership committee tasked with creating new membership packages. This committee will be chaired by a board member, DeBrenna Glastervann who was self-nominated.
- Marco Ortiz recommended that once the Membership packages are created by the membership committee; an emergency meeting should be called to promptly adopt and finalize the new membership packages.

[Motion: Daneyel Walker | Second: Karla Ruiz | Yes:3 | No:0 | Abstain: 1]

2- Approval to delay elections until members are established, and to hold elections as soon as possible but no later than December 31st 2023.

- Marco Ortiz – Elaborated that as of July 1st, the Diamond Business Association, INC has no members since the City of San Diego through the BID contract established existing ongoing members that would be eligible to vote; therefore, we have to stablish a membership that would then be entitle and eligible to vote.

[Motion: Daneyel Walker| Second: DeBrenna Glastervann| Yes: 4 | No:0 | Abstain: 0]

3- Approval to obtain an estimate and hire a bookkeeper/accountant.

Marco Ortiz has emphasized the need of procuring the services of a new bookkeeper/accountant because the current fee of \$650 a month is beyond our capability with our current finances and without the BID contract, the accounting process will be much simpler, since we will not be creating monthly finance reports to request reimbursement from the City of San Diego BID program.

In the meantime, his office is currently maintaining day to day book keeping through Quick Books, on a pro bono basis.

Marco Ortiz emphasized the importance of hiring the new book keeper ASAP to address any potential conflict of interest. Therefore, it is recommended to search for the new accounting firm to take over the books ASAP.

[Motion: Daneyel Walker | Second: DeBrenna Glastervann | Yes: 4 | No: 0 | Abstain:0]

6. Financial Report:

- Marco Ortiz reported that since July 1st no income was received and only monthly recurring expense were taken place, such as: staff, rent, utilities etc.
- He reported that as of August 17th, there was a positive credit balance in the checking account in the amount of \$50,632.32

[Motion: Karla Ruiz | Second: Daneyel Walker | Yes:4 | No:0 | Abstain: 0]

7. PRESENTATION:

- None

8. STAFF REPORT: Coffee and Connect

9. BOARD & COMMITTEE REPORTS:

- **Karla Ruiz- Holiday Event Update**

Karla Ruiz conveyed that the upcoming holiday event remains scheduled for December 16th, 2023, at Mountain View Park. The event will be conducted in collaboration with G Entertainment.

- **Marco – Board meeting day and time discussion.**

Marco Ortiz initiated a dialogue regarding the potential adjustment of the board meeting day and time. Board members present during discussion put forth a suggestion to shift the meeting time from 12:00pm to 10:00am. A formal motion for approval of this change will be presented during the upcoming board meeting.

10. PUBLIC COMMENT (10 MINUTES ~ APPROX 2 MINUTES Each):

11. ADJOURNMENT OF MEETING:

[Motion: Daneyel Walker | Second: DeBrenna Glastervann | Time: 1:15pm]

12. NEXT REGULAR MEETING DATE

- Next meeting September 21, 2023