



DIAMOND BUSINESS ASSOCIATION, INC.

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SOUTHEASTERN DIAMOND BUSINESS DISTRICT (SDBD)

Board of Directors Meeting 6:00 pm
August 18, 2015 at Tubman Chavez Center, 415 Euclid Ave., SD 92114

MINUTES of the Board Meeting August 18, 2015

Board Members Present: Carlos Vasquez (CIVIC San Diego), Marco Ortiz (Farmers Insurance Agency), Hugh Muhammad (RBW Security), Fernando Nunez (Center for Employment Training Delegate), Venus Molina (Jacobs Center for Neighborhood Innovation)

Board Members Absent: Tony Araiza (NY Buffalo Wings & Ribs), Marion McCord (Alpha Center), Stephen Walters (PCS World Network)

Quorum was present (5 of 8 members) at 6:30 pm.

Others Present: Liliana Garcia-Rivera (Executive Director, SDBD), Warren Simon (BID Council), Darnisha Hunter (Mayor's Representative), Brian Maty (Metro P.C.S. office on Imperial Avenue).

Website: www.SDBD.org Email: info@SDBD.org

Board meeting was open for comments by President Vasquez at 6:15 pm.

Public Comment: None

Financial Reports for Year-End and August 2015

Liliana Garcia-Rivera discussed the details of the financial reports which were received and filed.

President Vasquez called the meeting to order at 6:30 pm as Hugh Muhammad arrived and a quorum was present (5 of 8 members).

Approval of Agenda

Carlos Vasquez explained late info regarding need to renew office lease by September 2, before next board meeting and need for an emergency action at this meeting.

Motion: Motion by Marco Ortiz to add to the Agenda authorization for the President to renew the office lease. Second by Venus Molina. Vote: 5-0-0. Motion passed.

Executive Committee/President's Report: CLOSED SESSION

Reconvene Regular Board Meeting

Consent Agenda (Action Items)

Board Meeting Minutes of July 21, 2015

Motion: Motion by Marco Ortiz to approve the Consent Agenda item Minutes of the July 21, 2015 board meeting. Second by Venus Molina. Vote: 5-0-0. Motion passed.

Executive Committee Report, Carlos Vasquez:

Renew Office Lease: Office lease renewal needs to be signed and paid by September 2, 2015. Rent increase is \$60 per year per office.

Motion: Motion by Venus Molina for authorization of President to renew the office lease. Second by Hugh Muhammad. Vote: 5-0-0. Motion passed.

The following items were tabled due to current focus on the Diamond Street Festival: banner and equipment policies, Maintenance Assessment District, letters requesting information, and line of credit.

Board Elections - Information Item

Board Election in conjunction with Annual Meeting on September 22, 2015. Some candidates were mentioned and the deadline to file a nomination is September 17. Three seats are open, and two are of board members (Marion McCord and Tony Araiza). Brian Maty is a candidate. Michael Allen is a possible candidate. Announcements of the annual meeting and elections will be posted with on the website.

Contract with Executive Director for an additional two-year term

Marco Ortiz reported on the Review and Evaluation of Executive Director that was done with board members Vasquez, Ortiz, and McCord, and with Otto was consultant. The committee's recommendations were explained which included a two-year term and increased work time. The authorization to negotiate and sign contract will be postponed until next month once full report is given to the board by Marion McCord and once annual performance review is completed.

Motion: Motion by Marco Ortiz to increase her work time from 50 percent to 75 percent. Second by Hugh Muhammad. Vote: 5-0-0. Motion passed.

Executive Director's Report

LISC (Local Initiative Support Corporation) Americorps Member approval received

The application for a full-time Americorps Member was approved for a Program Manager for 1,700 hours over 10 months starting in October. Job description will focus on recruitment of volunteers for board committees, events, and outreach.

Diamond Street Festival

Most of the time has been spent on the Street Festival and recruiting sponsors, vendors and volunteers. A total of \$26,000 in sponsorships has been obtained, and current push is to secure vendors, mostly from the local members. All BID members and local farmers Market vendors pay only \$50 to secure a vendor booth at this year's festival. Recruitment efforts are being made through personal visits to members, phone banking, direct mail to members, social media, and website.

Storage Facility

Effort will be made to add storage space at the Bryco building to store holiday lights and other equipment.

The meeting adjourned at 7:10 pm.

Written by Warren Simon

BID Council

Finalized by Liliana Garcia-Rivera

Diamond Business Association