



Diamond Business Associations, Inc.
dba Southeastern Diamond Business Association (SDBD) Board of Directors Meeting Via Zoom
Via Zoom
May 26, 2020 from 12:00 PM – 1:30 PM
www.info@sdbd.org | www.sdbd.org

1. ORGANIZATIONAL BUSINESS

- A. Board Members Present: Carlos Vasquez (Civic San Diego), Marion McCord (Social Model Technology Research), Karla Ruiz (Bilingual Mobile Notaries), Marco Ortiz (Farmer Insurance), Eddie Muhammad (RBW Security Alternate for Hugh Muhammad)
- B. Members Absent: Demetre Booker, Jr. (Elevate) and Jamaal Jackson (US Bank)
- C. Others Present: Henry Foster, Liliana Garcia-Rivera (Diamond Bid), Michelle Harris Price, and Linda Cherry, recording the minutes.

The meeting was called to order by President Carlos Vasquez at 12:05pm Quorum present (5 out of 7)

2. MOTION FOR APPROVAL OF THE AGENDA

Motion: Karla Ruiz Second: Marco Ortiz Yes: 5 No: 0 Abstain: 0 Agenda was amended.

3. VISITORS REPORTS OR PRESENTATIONS: No visitors

4. PRESENTATIONS No presentations

5. CONSENT ITEMS: (combined as a single motion to approve)

Approval of Minutes of Board Meeting April 28, 2020. - Tabled until the next meeting.

6. ACTION ITEMS:

The Board discussed and took action on the following items:

- Ratification of Treasurer's review and approval of March 2020 Financial Transactions (check requests and approval of expenses).
[Motion: Karla Ruiz Second: Eddie Muhammad Yes: 5 No 0 Abstain 0]
- Authorization to explore and apply for COVID relief loan that would also pay off the existing line of credit at US Bank. - **This item was tabled**

7. PRESIDENT'S REPORT

Board Elections will be held in conjunction with the Annual Meeting of June 30, 2020; three (3) seats are available. The President, in conjunction with the Nominations Committee will report on members eligible to vote, and the results from the nominee selection campaign.

- The Directors consider the Nominations Committee report, consider additional candidates, close nominations, adopt a slate of candidates, and order preparation of a ballot to be voted at the June 30, 2020 Annual Meeting - **Action Item**
[Motion: Marco Ortiz Second: Karla Ruiz Yes:5 No:0 Abstain: 0]
- The Directors appoint an Election Committee to supervise the election - **Action Item**
[Motion: Karla Ruiz Second: Marion McCord Yes: 5 No: 0 Abstain:0]

8. FINANCIAL REPORTS Discussion; Receive & Files

Liliana Garcia-Rivera and Mary Joseph are working on the financials weekly to ensure all monies are accounted for. Liliana Garcia-Rivera will present a full report at the annual meeting. We are on the safe side at the moment.

9. EXECUTIVE DIRECTOR REPORT

Liliana Garcia-Rivera reported that she received the check from Grantmakers/JCNI. We are working on a sponsorship with US Bank and that usually comes in at \$7,000. The Economic Development Committee and Marketing Committee has been meeting twice a month. Liliana has been cleaning up the dropbox and paperwork in preparation for the audit. Member outreach includes talking to the business owners over the phone, by email and text and she's been going out to see business members once a week. Carlos asked Liliana how she was distributing the masks and COVID information that was being sent to her. Liliana stated that some businesses may not be ready for re-opening. Michelle Price said she stopped by one of the businesses and the owner said he was not comfortable taking his customer's temperature.

10. ECONOMIC DEVELOPMENT COMMITTEE REPORT

Committee Chair not present. Liliana Garcia-Rivera summarized committee progress in executive director report.

11. MARKETING COMMITTEE REPORT

Karla Ruiz said we need to post more often and explained that we've created the Facebook Groups for members to help push out more information. We are reaching out to the businesses by visiting them and giving them the banners along with a list of rules they must follow in order to remain open. We want them to know that we care. We need to open up our membership to everyone. We can't charge a lot of money, \$100.00 a year or pay \$10.00 monthly. Liliana Garcia-Rivera reminded everyone that we have focused on our assessment paying business members and that if we want more members we need to consider the home based business campaign. The board needs to consider this campaign for the next fiscal year.

12. BOARD MEMBERS REPORTS No reports

The President asked Council District Chief of Staff - Henry Foster if he wished to report on anything. Henry Foster informed us that the Police Department and Code enforcement worked on an issue relating to the property next to Ouchi Courtyard and had the trash removed.

13. ADJOURNMENT - Meeting adjourned at 1:39 by Carlos Vasquez, President

15. NEXT REGULAR MEETING DATE

Tuesday, June 30, 2020, Noon via Zoom Meeting Tuesday, June 30, 2020 Annual Meeting 12PM Via Zoom

Minutes prepared by Linda Cherry (volunteer) and finalized by Liliana Garcia-Rivera