



Diamond Business Association, Inc.
dba Southeastern Diamond Business Association (SDBD)

Board of Directors Meeting Minutes

VIA ZOOM Join URL:

<https://us02web.zoom.us/j/82784230811?pwd=MEp4UTVES0lJU240dGxdkw1bndUQT09>

Meeting ID: 827 8423 0811

Passcode: 381547

January 20th, 2022 from 12:00 PM - 1:00 PM

1. ORGANIZATIONAL BUSINESS

- Board Members in Attendance: Marco Ortiz - President - Farmers Insurance, Karla Ruiz - Vice President - Bilingual Mobile Notaries, Carlos Vasquez - Secretary - Civic San Diego, Nancy Juarez - Board Member - Owner Be Fresh Fresheria, Jeremy Weber - Branch Manager, US Bank
- Board Members Absent: Denise Sanchez - Treasurer - Taxes For Less, Marc Ritchey - Board Member - Big Cuts Barber Salon
- Others present: Kim Phillips-Pea - Small Business and Event Support Coordinator - Owner Oya Art Gallery & Boutique, Latrell Crenshaw - City of San Diego Economic Development Department, Sean Karafin - City of San Diego Economic Development Department, Oralia Alvarez - Mission Driven Finance, Barry Pollard - Urban Collaborative Project, Matt Griffith - Office of Mayor Todd Gloria, Alicia Martinez - KIPP Adelante Preparatory Academy, Martha Zapata - Council Representative for Office of Council President Elo-Rivera, Ragad Sultan - Owner Postal Annex

Meeting was called to order by President Ortiz at 12:01 pm Quorum? Yes Present? Marco, Karla, Jeremy, Carlos

2. APPROVAL OF THE AGENDA

Motion: Karla | Second: Carlos | Yes: 2 | No: 0 | Abstain: 0

3. CONSENT ITEMS (combined as a single motion to approve) (Items A - E approved - passed unanimously)

- a. Approve Board Meeting Minutes of December 16th, 2021 - Announced by Marco - The Executive Committee met - needs a full review to present.
- b. Create a committee to work on fully reviewing and potentially revising the Bylaws. - Requested by Marco



- c. Appoint a Board Member to Chair the Bylaw Review Committee - A request was made that a committee review the bylaws annually. Jeremy Weber self elected/appointment himself to Bylaw Review Committee Chair - Karla Ruiz made the motion - 2nd by Nancy Juarez
- d. Start the Events committee - A request was made to start.
- e. Appoint a Board Member to Chair the Event committee. Carlos Vasquez made a motion for Karla Ruiz. Nancy Juarez 2nd the motion.

Motion: Karla | Second: Jeremy | Yes: 5 | No: 0 | Abstain:0

4. ACTION ITEMS

- Request the Board to appoint somebody to have temporary Authorization to fully run the Organization as an Executive Director; including but not limited to: be able to enter into contracts, sign and deliver executed legal documents, deal with all personnel matters and staffing; keep the office running and continue to monitor the services to our members. Carlos Vasquez made a motion to keep Marco Ortiz in place to make executive decisions.
- Treasurer - Marco Ortiz requested that Denise Sanchez be removed from the Treasurer position due to lack of productivity in the last 6 months. According to Carlos Vasquez, there are regulations that prevent her from being removed and Denise needs to be given the opportunity to resign. **This item has been tabled for the next meeting per Marco Ortiz.** Barry Pollard requested that the bylaws be shared for everyone to review.
- Matt Griffith pointed out missing agenda link on the website. Suggested that no changes be made due to members needing clarity on past meetings.
- Marco Ortiz requested assistance with the financials/Treasurer position.

**Motion: Carlos Vasquez | Second: Karla Ruiz |
Yes: | No: 0 | Abstain:0**

Tabled for next meeting



5. FINANCIAL REPORTS

- Reported by Marco - Team is working on decreasing overhead costs by taking actions such as moving the office storage from its previous location to another location to save money.

6. PRESIDENT REPORT

- The Organization passed the City inspection and is moving forward. We're in compliance and all is well.

7. BOARD MEMBER REPORTS

- **Karla Reported:**
New office staff including a brief presentation by Kim Phillips-Pea.

8. STAFF REPORT

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9. PUBLIC COMMENT (10 MIN ~ APPROX 2MIN PER PERSON)

- Alicia Martinez from KIPP Adelante reported that the students made t-shirts and there's some opportunity for collaboration.
- Barry Pollard suggested we keep all business within the Diamond District in order to support local and reported on a new campaign to get an urgent care facility set up within D4. He asked for letters of support.
- Latrell Crenshaw mentioned the Small Business Relief Fund and that there are multiple grants out there in partnership with the San Diego Foundation.
- Sean Karafin can be reached for grant information - 619-727-9562. Email sdbusiness@sandiego.gov
- Officer Omar reported that we encourage business owners to file a Letter of Agency with the SDPD in order to have them be able to enter privately owned property to enforce the law.
- Matt Griffith from the Office of Mayor Todd Gloria asked to be notified of any Black History Month events.
- Oralia with Mission Driven Finance asked members to reach out to her for assistance.

10. ADJOURNMENT OF MEETING

Meeting Adjourned by Marco Ortiz at 1:09P

11. NEXT REGULAR MEETING DATE

February 17th, 2022 - at 12:pm - via zoom