



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

Board of Directors Meeting Agenda

VIA ZOOM Join URL:

<https://us02web.zoom.us/j/82784230811?pwd=MEp4UTVES0lJU240dGqxdkw1bndUQT09> Meeting ID:

827 8423 0811

Passcode: 381547

July 25th 2024 from 10:00 AM - 11:00 AM

1. ORGANIZATIONAL BUSINESS

- **Board Members in Attendance** - Marco Ortiz - President - Farmers Insurance, Karla Ruiz - Vice President - Bilingual Mobile Notaries, DeBrenna Glastervann- ReKre8 Apparel LLC-Board Member, Maria L Plante- Realtor.
- **Board Members Absent:** Shea Benton-Family Health Centers of San Diego-Board Member
- **Others Present:** None

Meeting was called to order at 10:05 PM by President Ortiz
Quorum? Yes Present? Marco, Karla, Debrenna.

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 San Diego County.

3. APPROVAL OF THE AGENDA

[Motion: Debrenna | Second: Karla | Yes: Marco | No: none | Abstain: none]

4.-Financial Report – Marco A Ortiz

- During the meeting, Marco provided an overview of the financial report covering May and June. He talked the CPPS reimbursement used for the Winter Wonderland event last December 2023 of about \$7500 and the reimbursement of last year's Winter Wonderland permits of about \$2500 totaling \$10,000 received back in May and June of this year. He also talked about the Lease termination agreement to move out of the Co-Work at the end of June 30, 2024 in which we agreed to pay the Leasing Management Company/Owners an upfront payment of three months in the amount of \$5833.27 and there more months for the same amount in monthly installments of \$243.05 until payoff or until the space is leased. He talked about that during May and June, all the expenses were typical and no major changes or differences from other months.
- Karla asked if Marco knew the current expenses now that we're not at the Co-Work and he said that he has not had the time to work on projection budget of ongoing expenses and he asked Vice President and current Treasurer to help with creating a projected budget moving forward and Karla said she will.

5. CONSENT ITEMS

- a. Approve Minutes of the Board of Directors Meeting of May 16, 2024
- b. Financials – May and June- received and filed.

[Motion: Debrenna | Second: Karla | Yes: Marco | No: none | Abstain: none]

6. ACTION ITEMS

- A. Ratify Maria L. Plante as a Board Member.

[Motion: Debrenna | Second: Karla | Yes: Marco | No: none | Abstain: none]

6.1 ACTION ITEMS

- B. Maria L Plante self-nominated to be the Treasurer and give a break to Vice President Karla Ruiz who has been acting in both capacities for over a year.
- C. The Board accepted her self-nomination to be the new Treasurer and voted to remove Karla as a signer from the US bank account.

[Motion: Debrenna | Second: Marco | Yes: Karla | No: none | Abstain: Maria]

7. Presentations - None

8. Staff Report: President Ortiz informed the group that Erica Schwing had sent a letter of resignation and proceeded to give a report. He indicated that because of the moving, we had to try to sale as much of the furniture and other business property as we could because of the limited space we have in the rental storage unit. Ortiz indicated that we were not able to sale most of the furniture because it was old an outdated and did manage to sale the main conference tables and other small items which added to about \$1000. He reported that with the help of Officer Omar (SDPD) and Anthony Avila (SDPI Security) most of the furniture was donated or thrown away. Vice President Karla asked about an inventory of the items we kept such as the camera and President Marco indicated that most of the items are in storage but some of the high value items and two computers are in his office where he is providing a work station at no cost to the Diamond. President Ortiz asked again to Karla to take the lead to inventory all the things that the Diamond owns and she said she would.

9. PRESIDENT'S REPORT

- A. None

10. BOARD & COMMITTEE REPORTS

- D. President Ortiz asked all Board members to volunteer at the office to help with all business matters of the Diamond now that the only staff Erica Schwing had resigned; he urged the Board to schedule themselves at least two hours per week help as volunteers; he told the group that the office is open from 10 am to 5 PM M-F and they can just come at will and that he would prefer if he is told in advance but that is not necessary. Board Member Maria said that she will make the time to start coming and that on Thursday 26, 2024 she would come.

10. PUBLIC COMMENT (10 MIN ~ APPROX 2MIN Each)

- E. .None

11. ADJOURNMENT OF MEETING

[Motion: Debrenna | Second: Maria | Yes: Marco | No: | Abstain: Karla] Time: 10:40 AM]

13. NEXT REGULAR MEETING DATE

September 19 2024