

**Dimond Improvement Association
Board of Directors meeting minutes, 8/9/18**

Board members present at start of meeting: Ahmad Anderson, Zandile Christian, Fran Donohue, Tomasz Finc, Chris Harper, Julie Johnson, Marion Mills, Ryan Romaneski, Daniel Swafford, JoAnn Tracht-Rawson, Victoria Wake. **Absent:** Robert Raburn. **Guests:** Stan Dodson, Charlie Michelson, Iowayna Peña

Abbreviations used in minutes: DB&PA (Dimond Business & Professional Association); OPD (Oakland Police Department)

Chris convened the meeting at 7:07 p.m.

Guest introduction: Charlie Michelson is running for the District 4 City Council seat and has been endorsed by the mayor and the sitting council member. Charlie is a former business owner and is active in the East Bay Agency for Children, Oakland Feather River Camp, and Oakland Promise.

1. Agenda approval.

ACTION: Approve agenda as presented. (Motion: JoAnn; Second: Marion; in favor, unanimous)

2. July minutes approval.

ACTION: Approve minutes from the July 12 board meeting. (Motion: Marion; Second: JoAnn; in favor, 10; opposed, 0; abstain, 1 [Julie])

3. Council District 4 Report. Iowayna covered the following:

- Progress is being made on setting up the meeting with CVS regional management, the city, and the community; CVS representatives are likely to be Darrell Larson, District Leader, and Jeff Vipond, Regional Director of Operations; Iowayna is keeping Daniel and JoAnn in the loop, and will add Stan to the communications.
- City code enforcement issued a notice to EBMUD to vacate the old Blockbuster site (2114 MacArthur Blvd.) by July 30; some equipment was moved and Iowayna expects it to be clear by the end of the month; if the violation persists, the board is encouraged to call code enforcement at 238-3381.
- Iowayna and Marion will talk on August 10 to follow up on agreed-to action items on panhandling from the November 2017 meeting with the council member.

4. Chair's report. Chris wants to make sure everyone is trained and comfortable using our google resources to help us be more efficient and improve our communications. He also stressed the importance of the upcoming Oaktoberfest, as it is our biggest expense and our biggest fundraiser, and that it's made possible the DIA we are today.

5. Work in Progress (WIP) reports.

Beautification. Victoria and Marion reported that local landscaping firm Friend & Sweet was chosen to do the landscape renovation at Champion Transit Plaza, sometime after Oaktoberfest; a bid for further tree-well mulching came in high and the committee is finding ways to reduce the cost; the committee will apply for a Keep Oakland Beautiful small grant, location to be determined;

the committee has asked the City to remove the dead Bradford pear tree in front of Flavor Brigade so that a new tree can be planted; Helen Lockwood is a new watering volunteer.

Communications. JoAnn, Tomasz, and Victoria reported that the next newsletter will be published August 15; Tomasz is developing short training videos to help board members with their google accounts and google drive; the website backup has been moved to google; the membership list was used to send notices about the Dimond Picnic and the KDC fundraiser; JoAnn and Victoria will be shopping for new A-frames.

Keep Dimond Clean. JoAnn and Zandile reported that the community fundraiser has launched, with the first emails, first tabling at Farmer Joe's, and first contacts with individual merchants. Total raised to date is \$3,200, which includes large contributions from Little Caesar's, Two-Star Market, and Karen Long.

Head Royce School. JoAnn reported that the next meeting of the Neighborhood Liaison Committee is September 27 at 7:45 a.m. She will sit on the committee as the DIA representative. The committee is charged with monitoring the school's compliance with its current city agreements. Regarding the proposed master plan update, the school has not yet released various reports and studies for public review.

Maintenance Contract. Victoria announced that the invitation to bid with scope of work has been sent to three companies, requesting responses by September 10. There were differing opinions on making a general announcement of the solicitation, with the outcome that we will do so.

65th Anniversary Celebration. Chris reported on developing plans for the September 14 event at Dimond Slice. The scope of invitations is being discussed.

6. Budget adjustments. Fran updated the board on changes to the budget, including three adjustments upward in income: \$1,000 projected from Dimond Lights vendor fees; a \$700 increase in the KDC Community Fundraiser goal (to \$5,000); and a \$900 increase in DB&PA's contribution to Keep Dimond Clean (correcting an earlier typo). Given the adjustment in DB&PA's contribution, the Finance Committee recommended an adjustment in DIA's commitment.

ACTION: Approve a \$1,000 increase in DIA's commitment to Keep Dimond Clean, bringing it to \$5,400 to match DB&PA's contribution. (Motion: Zandile; Second: Fran; in favor, unanimous)

7. Grand Lake Kitchen letter of support. Daniel drafted a letter from DIA to the City Planning Department supporting Grand Lake Kitchen's application to be a full service restaurant. Chris will sign and send the letter. Daniel will connect the owners to the Neighborhood Council 22X and DB&PA to seek similar support.

ACTION: Approve letter of support for Grand Lake Kitchen's application to the City to be a full service restaurant. (Motion: Fran; Second: JoAnn; in favor, unanimous)

8. District 4 priorities. Chris opened a brainstorm session to identify issues and opportunities to formally present to the council office, requesting the council member's assistance and collaboration. Victoria will send out the initial list to board members for further development.

9. Oaktoberfest contract. The Finance Committee has added procedural language and adjusted dates in the draft contract, but the financial terms have not changed from last year's contract. The contract needs to be executed as soon as possible.

ACTION: Authorize the Finance Committee to negotiate, finalize and sign the Oaktoberfest 2018 contract with Daniel, understanding that the financial terms do not differ from last year's. (Motion: Fran; Second: Ryan; in favor, 10; opposed, 0; recuse: 1 [Daniel])

10. Oaktoberfest Info/DIA booth ad hoc committee. No volunteers were forthcoming to serve on the ad hoc committee at this time. Meanwhile, Victoria will pull together some "how to" materials from last year's booth operation.

11. "Old Survivor" premiere. Stan gave an update on plans for the October 9 premiere of the new Oakland Trails film at the Chabot Space & Science Center. The film will screen five times during the 5:30pm-10:00pm event. A "Dimond" table will be set up where DIA, and other Dimond groups, can display materials; staffing is not required but could provide a focal point for connecting with the community. Board members will receive invitations for themselves plus a limited number of guests. Because the event is expected to fully book within a short time, board members will need to respond quickly to guarantee tickets.

Adjournment. Chris adjourned the meeting at 8:45 p.m.

Next board meeting: September 13, 2018

*Minutes submitted by Victoria Wake
Approved 9/13/18*