

**Dimond Improvement Association  
Board meeting minutes, 11/10/16**

**Board members present at start of meeting:** Fran Donohue, Craig Flanery, Julie Johnson, Marion Mills, Tom Rose, Jennifer Joey Smith, Daniel Swafford, Victoria Wake. **Arriving at 7:20 p.m.:** Zandile Christian, JoAnn Tracht-Rawson. **Absent:** David Coleman, Robert Raburn., **Guests:** Carol Lonergan, Matthew Lonergan, Iowayna Peña, Monica Bien, Alanya Snyder, Jackie Dennis, Sara Newman

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

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Meeting was convened by Craig at 7:08 p.m.

**1. Approval of agenda.**

ACTION: Approve agenda as prepared. (Motion: Victoria; Second: Joey; in favor, unanimous)

**2. October 13 minutes.**

ACTION: Approve minutes from October 13 board meeting. (Motion: Daniel; Second: Fran; in favor, unanimous)

**3. Co-Chairs' report.** Joey reported that she met with Councilmember Campbell-Washington and staffer Peña to talk about development opportunities in the commercial area. She will also be conferring with a team of commercial real estate specialists at Keller Williams to help seek out potential buyers for vacant commercial properties.

**4. Treasurer's report.** Julie distributed a report on bank account balances. Fran updated the figure for Keep Dimond Clean (KDC) restricted funds, stating that it includes the 2016 contribution from DB&PA.

**5. Work-in-Progress (WIP) reports.**

*Oaktobefest.* Daniel is wrapping up the financials from the event. He wants to make a stronger connection between the event (and the funds raised) and the goals and projects of DIA and DB&PA. The December community mixer (see Item #8) would be a step in this direction.

*Community Thanksgiving.* Joey asked who would be involved in Two Star Market's event this year. She will talk with Robert, who usually takes a leading role, and will also arrange for DIA to provide tablecloths and decorations, as in previous years.

*General Meeting, Dec. 7.* Zandile spoke about organizing for the traditional game night. Although the decision at the October board meeting was to participate in the community mixer (see Item #8) instead of holding a game night, she and others have an interest in doing both, since they would be a week apart and game night would be more family-oriented. A venue other than the library would likely need to be found, given the impending remodeling closure.

ACTION: Hold a December 7 General Meeting (game night). (Motion: Victoria; Second: Zandile; in favor, unanimous) (See Item #13 for subsequent action.)

*Board Retreat.* The board agreed to set a tentative date of January 22 for the board retreat; Zandile will poll for availability. Victoria suggested doing a questionnaire to board members in advance of the December board meeting and then using half or more of that meeting to lay some goals and priorities groundwork, which could lead to a more focused and productive retreat. Daniel suggested looking to input received at the community mixer and, in general, working on some tandem goals with DB&PA. Victoria and Daniel will draft a questionnaire and work with Craig and Joey to finalize.

*City Council office update.* Iowayna gave the following updates:

- City Council has approved the sale of the Champion Fire House to Cosecha restaurant. The owners are now working with the bank to secure financing and estimate that the restaurant will open by May 2018.
- Hive owners, OPD Neighborhood Services, and the councilmember's office are working to address issues with after-school youth gathering at the parklet outside the Hive café. Complaints include blocking access, verbal altercations, and vandalism. Both Hoang Banh, Neighborhood Services Coordinator, and Iowayna have spent time at the site observing behavior and are developing a strategy to improve the situation. It was noted that the soon-to-open Veg Hub will feature after-school activities for youth.

*NCPC 22X.* David attended the last meeting but was not present to make a report. The next general meeting is scheduled for November 17 (see related Item #9).

*Dimond Park Litter Walk.* Marion announced that walks will occur only on the first Monday of the month until March, due to the reduction in park use during the fall and winter.

*Beautification.* Marion reported that she and others planted 100 daffodils as part of the Keep Oakland Beautiful program: 50 in Dimond Park, 25 at the library, and 25 at Sequoia School.

*Homeless and Panhandling.* Marion reported that the committee is developing a strategy to reduce panhandling at the I-580 ramps. The committee will present a proposal for board consideration at the next meeting.

**6. Quickbooks funding request.** Julie described the challenges in using the online version of QuickBooks, including bringing in historical data, producing reports, and creating a budget. She requested funds to consult with a QuickBooks expert to bring Fran, Zandile, and her up to speed in using the program.

**ACTION:** Allocate up to \$500 for consultation and training with QuickBooks. (Motion: Victoria; Second: Zandile; in favor, unanimous)

**7. Sponsorship request for Sequoia Elementary School fundraising event.** Joey requested that DIA sponsor the Sequoia Family Dance & Silent Auction again this coming year. She will ask the organizers for a commitment to collaborate and/or participate in a DIA project or event in 2017, and will report back at the next board meeting. At the February 11 auction, DIA can have a table to recruit members and publicize volunteer opportunities.

**ACTION:** Allocate \$250 for sponsorship of Sequoia Elementary School's 2017 Family Dance & Silent Auction. (Motion: Joey; Second: Marion; in favor, unanimous)

**8. December community mixer.** Daniel reported on plans for the joint DB&PA, DIA, and Oaktoberfest community mixer on December 14 at Hive. The working plan is to have an informational session from 6:00-7:00 p.m., featuring brief remarks by new police personnel assigned to the Dimond, new property and business owners, Councilmember Campbell-Washington, the sponsoring entities, and possibly others. From 7:00-8:00 p.m. (or 8:30 p.m.), food would be served and attendees invited to mingle and add their ideas and concerns to input sheets posted around the café. Some food and drink will be donated, and the sponsors will share the expenses for materials, publicity, and additional refreshments.

ACTION: Allocate up to \$250 for expenses related to the December 14 community mixer. (Motion: Daniel; Second: Zandile; in favor, unanimous)

**9. Public safety committee.** Daniel suggested that DIA revive its efforts regarding crime and safety in the Dimond. He said it's important to regularly engage with the Walking Officer and the Community Resources Officer so they know where their attention is needed. His and others' understanding is that the NCPC 22X direction is changing and won't be as focused on crime resolution and prevention. Jackie Dennis, member of the NCPC 22X steering committee, gave a different perspective, indicating that the committee is communicating with the police and will have crime-related priorities. Daniel and Jackie will pursue this discussion. In the meantime, board members were supportive of reconstituting the DIA Crime & Safety Committee with the following existing and new participants: David, Stan (Dodson), Zandile, Marion, Matthew, and Carol.

Matthew described his interest in organizing a cyber-crime symposium, with a focus on what's pertinent to the community. Panelists would likely include the local FBI, Oakland Police Department, and Cisco. Joey suggested we designate a 2017 general meeting for this symposium.

**10. PA system additional funding request.** Zandile described the DIA's new Fender Passport PA system, which has robust features useful for a variety of venues and occasions. She explained that the purchase price, \$1,148.60, exceeded the previously approved allocation of \$500 because Julie's and her in-store research convinced them that a system of this caliber was more suitable than the product originally considered.

While board members were supportive, everyone agreed that a substantial expenditure like this should be approved by the board before purchase. Matthew suggested that the system and accessories might be bought at a lower price online. Zandile and Craig will look into it and communicate with the board if any change in the purchase is deemed advisable. Daniel recommended that we have a use policy and procedures for this valuable equipment.

ACTION: Allocate \$648.60 to cover the additional expense for the new PA system. (Motion: Victoria; Second: Zandile; in favor, unanimous)

**11. Recruitment of new members and board members.** At the outset of the meeting, Julie introduced Sara Newman, who may be interested in joining the board. She is an artist and operated the Cottage in the Woods pre-school in the Dimond for many years. Craig encouraged everyone to continue thinking about prospective board members to approach. Other board members chimed in with desires to see more diversity and some younger people on the board.

**13. New business.** Julie asked to assess the board's interest in holding a 2016 Dimond Lights event, which is listed on our website. She had done initial outreach to DB&PA but wasn't sure yet of their interest. The date would be December 9, two days after the DIA general meeting (game night); the sense of the board was that we should do one or the other, not both.

**ACTION:** Organize and hold a Dimond Lights event on December 9, pending feasibility decision by Julie and Zandile. If not feasible, continue pursuing location for DIA General Meeting (game night) on December 7. (Motion: Julie; Second: JoAnn; in favor, unanimous)

**Adjournment.** The meeting was adjourned by Craig at 9:20 p.m.

**Next board meeting:** December 8, 2016

*Minutes submitted by Victoria Wake*