

**Dimond Improvement Association  
Board meeting minutes, 2/9/17**

**Board members present at start of meeting:** Zandile Christian, Fran Donohue, Craig Flanery, Julie Johnson, Marion Mills, Robert Raburn, Tom Rose, Jennifer Joey Smith, Daniel Swafford, JoAnn Tracht-Rawson, Victoria Wake. **Absent:** David Coleman. **Guests:** Carol Lonergan

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

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Meeting was convened by Craig at 7:10 p.m.

**1. Approval of agenda.**

**ACTION:** Approve agenda with no changes. (Motion: Marion; Second: Joey; in favor, unanimous)

**2. January minutes.**

**ACTION:** Approve minutes from January 12 board meeting. (Motion: Daniel; Second: JoAnn; in favor, 8; abstain, 3 [Fran, Julie, Marion])

**3. Co-Chairs' report.** None.

**4. Treasurer's report.** Julie distributed a report on bank account balances, amended to include restricted Keep Dimond Clean funds balance.

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

*DB&PA.* Daniel reported that the next meeting is on Feb. 15, 7:00pm, at Hive.

*City Council report.* Iowayna Peña from Annie Campbell-Washington's office was not present to give a report.

*Champion Fire House.* Joey reported that the new owner, Dominica Rice-Cisneros of Cosecha, spoke at the DIA general meeting the night before. The paperwork on the purchase is in process.

*Dimond Public Arts.* Julie reported that, at this point, Art in the Street events will not likely happen this year due to Off the Grid's lack of interest in partnering with us. The committee is considering other opportunities, such as holding an art show and sale as part of the Dimond Park picnic in July. Regarding the rescued Dimond Printers sign, it will soon be moved to Tim Little's house for storage. Robert has contacted Caltrans to discuss installation of the sign, but has not heard back yet. The board agreed to be flexible in considering locations that Caltrans may suggest.

*Homeless & Panhandling.* Marion reported that Caltrans is not comfortable endorsing the draft public statement presented at the December board meeting aimed at reducing panhandling at the freeway ramps. The committee will get together to work on a revised strategy to present to Caltrans.

**6. 2017 budget.** Craig led the board in an in-depth discussion on the draft budget developed at the January retreat. The draft was revised in various areas to bring revenue and expenses into alignment. Craig will send out the revised version for final review before adoption at the next board meeting.

**7. Part-time contract bookkeeper.** Craig reported that the Finance Committee had met to refine the budget for the new position. He also distributed for discussion a draft duties list. The projected timeframe for hiring is March 1 to begin publicizing, April 1 as the deadline for submission of proposals, and May 1 for start date.

**8. Additional QuickBooks-expert funding.** Julie described the excellent assistance she has received from Diana Cohn of Corner Office to clean up and streamline DIA's online QuickBooks system. Some additional hours are needed to finish the job.

ACTION: Approve allocation of \$625 for five additional hours of Corner Office consulting on QuickBooks. (Motion: Julie; Second: Daniel; in favor, unanimous)

**9. Bylaws amendment.** Victoria presented a proposed amendment, discussed briefly at the last board meeting, to conduct the election of officers at the board meeting following the general meeting at which the board of directors is elected, rather than holding both elections at the general meeting. Various pros, cons, and other options were discussed, and the item will be brought back to the next board meeting for decision.

**10. Board elections.** JoAnn and Robert reported on the five prospective candidates they have met with (and a sixth they will meet with soon). All are very interested, have valuable skills to offer, and understand that board members are expected to actively contribute to the DIA's mission and programs. With this number, it's likely there will be more candidates on the ballot than seats. Various opinions were put forth on the situation.

ACTION: Draft a bylaws amendment to expand the maximum number of board members from 15 to 19. (Motion: Daniel; Second: Joey; in favor, 7; opposed, 4 [Marion, Robert, Tom, Victoria])

**11. Membership dues increase.** This topic was discussed at the January retreat and agendaized for action at this meeting.

ACTION: Increase the annual individual and household membership dues to \$25.00, effective immediately. (Motion: Craig; Second: Joey; in favor, unanimous)

**12. Volunteer of the Year.** This topic was discussed at the January retreat and agendaized for action at this meeting. Recognition gifts will be determined at the next board meeting.

ACTION: Designate Michelle Doppelt and Trevor Wallace as co-Volunteers of the Year for 2016. (Motion: Joey; Second: Marion; in favor, unanimous)

**13. Initial funding for tree planting.** Victoria gave an update on the expected first phase of tree planting. Of the seven locations reviewed for Sierra Club's program, at most three are

eligible, with others too close to utility lines or signage, or with tree wells that cannot be expanded to an adequate size. While Sierra Club will supply the trees and planting labor, it would appreciate a donation to cover the cost of concrete cutting. Dead tree removal would be arranged and paid for by DIA. Before any plantings, a plan would be in place to ensure requisite watering during the establishment period.

**ACTION:** Allocate up to \$500 to cover donation and out-of-pocket costs to plant up to three new street trees in the commercial area. (Motion: Victoria; Second: Daniel; in favor, unanimous)

**14. Oaktoberfest.** Daniel reported on planning for the 2017 event, including continued exploration of expanding two days this year. Many merchants have been polled and the subject will be discussed at next week's DB&PA meeting. By consensus, the board endorsed a two-day event, but only on condition that DB&PA decides to support it as well.

**15. Dimond public safety.** Carol handed out notes from the first meeting of the newly revived Dimond Public Safety Committee. The committee developed a list of issues, possible solutions, and further research needs. She has obtained permission from OPD for the committee to work directly with the community resource officer (CRO), beat officers, and the neighborhood services coordinator. Three initial issues the committee will address with CRO Roland Aguilar are drug dealing, burglaries (auto, commercial, residential), and panhandling.

**Adjournment.** The meeting was adjourned by Craig at approximately 9:15 p.m.

**Next board meeting:** March 9, 2017

*Minutes submitted by Victoria Wake*