

**Dimond Improvement Association  
Board meeting minutes, 5/12/16**

**Board members present at start of meeting:** Zandile Christian, David Coleman, Craig Flanery, Julie Johnson, Marion Mills, Robert Raburn, Tom Rose, JoAnn Tract-Rawson, Victoria Wake. **Arriving 7:35pm:** Jennifer Joey Smith. **Absent:** Fran Donohue, Daniel Swafford. **Guests:** Stan Dodson, Nayeli Maxson.

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Meeting was convened by Craig at 7:07 p.m.

**1. March 10 and April 14 minutes.**

The March 10 minutes were not available for review, but Fran will be generating a draft soon.

**ACTION:** Approve minutes from April 14 meeting, pending clarification of Robert's vote on the panhandling letter (Motion: Marion; Second: Tom; in favor, 8; opposed, 0; abstain, 1 [Zandile])

**2. Treasurer's report.** Julie distributed a report on the DIA's bank account balances as of May 12.

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

*General Meeting, June 1.* JoAnn reported that Karen Marie Schroeder has arranged for Eleanor Dunn to present a history of the Dimond with a focus on Sausal Creek. Kristin Hathaway, watershed program specialist with the City of Oakland, will talk about the Sausal Creek daylighting project and upcoming dedication on July 17.

*City Council Update.* Nayeli Maxson introduced herself as the new liaison to DIA from Councilmember Campbell-Washington's office and said that her particular interest is in public safety policy issues. She gave updates on recent council actions and announced openings on city commissions and boards that the council office can fill directly or make candidate recommendations for. She will send a full list to Craig for distribution to the board and others.

*Dimond Public Arts.* JoAnn reported that the committee has scheduled Art in the Street Events for June 12, July 10, August 14, and September 11. Insurance coverage is a prerequisite; if DIA's new insurance policy is not in effect in time, the committee will ask one of the merchants to provide coverage under its policy. It was also happily noted that the utility box art installation is now complete.

*Homeless and Panhandling.* Marion reported that the committee met to review the approximately 50 responses to the panhandling letter sent to community listserves last month. The responses were thoughtful and constructive. The committee has drafted a general follow-up statement, which will be posted in the coming days. The committee is now working on a flyer to distribute to merchants and a social service resource sheet to distribute to panhandlers and homeless.

**4. General Meetings back-up location during library remodel closure.** These

suggestions were provided to Zandile for exploration: Altenheim, Sequoia Elementary School, Lincoln Court, Bjornson Hall.

**5. Forwarding donations to businesses.** Tom requested clarification on this subject and it was confirmed that DIA has not done any pass-throughs of donations to businesses, i.e., if an individual were to request that his/her donation to DIA be passed to a business in order to secure a tax deduction.

**6. Dimond Park litter walks.** Marion requested that the organized park litter walks on Mondays become a program of the DIA. She also clarified that while the walks are publicized along with the Keep Dimond Clean litter walks on Wednesdays and Saturdays, supplies for park clean-up are provided through the City of Oakland's Adopt-a-Spot program.

**ACTION:** Designate the Dimond Park litter walks as a program of the DIA with the name Keep Dimond Park Clean. (Motion: Joey; Second: David; in favor, 9; opposed, 0; abstain, 1 [Zandile])

**7. Discretionary spending limits and protocol for co-chairs.** Victoria suggested that the board confirm the limits and protocol since clear documentation in past minutes could not be found. Any discretionary spending would be reported to the Treasurer, including receipts needed for reimbursement, and informally reported to the board at its subsequent meeting. This discretion includes expenditures a co-chair makes directly or allows another board member to make.

**ACTION:** Allow the co-chairs to expend up to a total of \$300 per month without prior notification or approval from the board in emergency situations or when waiting for the next board meeting for approval is not feasible. (Motion: Zandile; Second: Victoria; unanimous)

**8. Keep Dimond Clean (KDC) funding.** Zandile presented an itemized request to allocate funds for KDC for 2016. After much discussion, some points of process remained inconclusive. These will be sorted out by a sub-group of the board and brought back to the next meeting (see related item #10 below).

**ACTION:** Pay outstanding invoices from First Building Maintenance and work to establish processes for KDC fundraising and budgeting as soon as possible. (Motion: Robert; Second: David; in favor, 5 (Robert, David, Tom, JoAnn, Victoria); opposed, 2 [Joey, Julie]; abstain, 3 [Craig, Marion, Zandile])

**9. Website redevelopment proposal.** Due to lack of time, JoAnn will discuss this item at the next meeting. In the meantime, she will get additional information from the proposed developer, particularly on data migration.

**10. Keep Dimond Clean (KDC) fundraising.** Craig directed referral of the matter to a sub-group of the board to resolve and bring back to the next meeting. Volunteers to the sub-group were Robert, Zandile, Julie, David, and Victoria.

**11. Gas shut-off valve discount program.** Due to lack of time, Joey will discuss this item at the next meeting.

**12. Grant request for OaklandTrails.org Canogle project.** Stan presented his request for \$1,000 from DIA to help fund the production and placement of three virtual tours on the Canogle mobile platform. The free Canogle app enables people with digital devices to learn about and visit public and community spaces throughout the Bay Area. The three tours will cover Dimond Park to Chabot Space & Science Center, Joaquin Miller Park, and the Dimond business district. Stan will seek input on content from Dimond area organizations, including DIA, and DIA will be recognized as a major sponsor.

ACTION: Approve the contribution of \$1,000 to OaklandTrails.org for its Canogle project. (Motion: Joey; Second: JoAnn; unanimous)

**Adjournment.** The meeting was adjourned by Craig at 9:08 p.m.

**Next Board meeting:** June 9, 2016

*Minutes submitted by Victoria Wake*