

**Dimond Improvement Association
Board of Directors meeting minutes, 5/11/17**

Board members present at start of meeting: Farouq Alawdi, Ahmad Anderson, Zandile Christian, Fran Donohue, Craig Flanery, Julie Johnson, Katherine Kott, Ryan Romaneski, Jennifer Joey Smith, Daniel Swafford, JoAnn Tracht-Rawson, Victoria Wake. **Arriving at 7:25 p.m.:** Robert Raburn. **Absent:** Marion Mills. **Guest:** Carol Lonergan

Abbreviations used in minutes: DB&PA (Dimond Business & Professional Association)

Meeting was convened by Craig at 7:05 p.m.

1. April minutes.

ACTION: Approve minutes from April 13 board meeting. (Motion: Ryan; Second: Ahmad; in favor, 9; opposed, 0; abstain, 3 [Fran, Julie, Zandile])

ACTION: Approve minutes from April 5 general meeting. (Motion: Ryan; Second: Zandile; in favor, 8; opposed, 0; abstain, 4 [Craig, Daniel, Farouq, JoAnn])

2. Co-chairs' report. Craig talked about streamlining our meetings, including a request that members draft and circulate before a meeting any resolutions they already have in mind.

3. Treasurer's report. Julie distributed reports on bank account balances and detail on revenue and expenses for April, the first month of our fiscal year. She asked for, and received, a consensus on splitting member dues and contributions in our record-keeping, e.g., for a new or renewing member who gives \$60, we would show \$25 as dues and \$35 as contribution.

4. Work-in-Progress (WIP) reports.

Oaktoberfest. Daniel reported that the call for vendors has gone out and efforts to secure sponsorships have begun. All revenue for 2016 has been received and Daniel has sent the Finance Committee an accounting of revenue and expense, as well as a draft contract for 2017.

DB&PA. Daniel and Craig agreed they will meet with Ruth Villaseñor soon to finalize plans to pre-designate a portion of Oaktoberfest proceeds to support projects and programs mutually agreed to by the two organizations. Daniel reiterated that it's important that our committees develop specific project plans and costs that can be funded in this way.

City Council report. Iowayna Peña was not present so no report was given.

Economic development. Joey gave a rundown on the status of commercial properties being built out or on the market. Ryan suggested we create a data sheet on all available spaces and use this to help pitch opportunities in the Dimond to potential buyers and tenants.

Public Safety Committee. Daniel reported that the committee has researched security camera systems and looked for the best locations for initial installation in the commercial district. Seven merchants have expressed interest and the committee expects select two locations to start. Katherine reported on her exploratory efforts to develop youth programs in the Dimond geared to older youth, with the goal of launching something in the fall. Now that we have a Community Life Committee, this project will move from Public Safety to the new committee.

Commercial Area Trees. Victoria reported that the Sierra Club has planted our first new street tree on Fruitvale adjacent to the Safeway parking lot. The committee has received one bid for mulching tree wells throughout the commercial district and is awaiting a second. Zandile asked about progress on tree-planting in the Sausal Creek natural area on Dimond Avenue; Victoria will check with Friends of Sausal Creek on the status of its plans.

5. Friends of Dimond Park donation request. Robert raised the request made by FODP at our March meeting and suggested that we now make this contribution and also consider acting as fiscal sponsor for the new group. Discussion followed, with points made about the budget prerequisite for contributions and the process involved in establishing a fiscal sponsor relationship, if that were to be pursued.

ACTION: Pledge a contribution of \$300 to Friends of Dimond Park, with an initial installment of \$100 and the remainder given when sufficient dues and contributions above the budgeted \$800 threshold are received. (Motion: Robert; Second: Daniel; in favor, unanimous)

6. Contract bookkeeper. Fran reported that the Finance Committee has received resumes from two candidates, one of whom the committee will interview.

7. Committee structure & responsibilities. Victoria reviewed the revised recommendations, which incorporated suggestions from board members submitted following the last meeting. There was consensus to move forward with the new structure, composed of these committees: Beautification; Communications; Community Life; Dimond Public Art; Economic Development; Executive; Finance; Homeless & Panhandling; Keep Dimond Clean; Membership & Volunteer Development; and Public Safety. Board members had made their committee choices via earlier email, and the committees will meet soon to formulate goals and plans, and select or confirm chairpersons.

8. General Meeting June 7. Robert reported that he and Marion met with Michelle Doppelt (Dimond Park), and Marilyn Miller and Opie Bellas (Friends of Dimond Park) to plan the meeting, which will be held at the Dimond Recreation Center. The park-focused evening will cover the prospects for city-funded improvements, accessibility needs, tennis court renovation proposal, and upcoming events and activities.

General Meeting August 2. Joey, Katherine, and Ryan volunteered to serve as the ad hoc committee for this meeting, which will focus on economic development in the Dimond.

9. Membership processing. Robert noted the previous CiviCRM system and its challenges, and expressed willingness to work with the UserPro system installed in conjunction with the new website. Discussion followed, with points made that the new Membership & Volunteer Development Committee should work together on this responsibility and that having several board members with capability and access will facilitate a smooth operation. Craig requested that the M&VD Committee and the Communications Committee meet soon to work out responsibilities and procedures for membership processing and database maintenance.

10. Head Royce School expansion. Craig gave an update on communications with the Neighborhood Steering Committee on the planned Head Royce School expansion, which includes an enlarged sports area and additional hours of school activities. Several board members

spoke to the need for more information from both the school's and neighborhood's perspectives. The ad hoc committee (Craig, JoAnn, and Robert) will meet, look into the issues, and report back to the board at the June meeting. Carol offered her assistance to the committee.

11. New website. JoAnn updated the board on the new website, which is nearly ready to launch. She said a call for articles for the first e-newsletter would go out within a couple days. Everyone expressed their appreciation to JoAnn for the many months of hard work she put in to create the beautiful new site.

12. DIA mission and vision. Following up on a request from the previous meeting, Victoria gathered past statements of mission, purpose, vision, etc., from file documents dating back to 1953. She distributed these via email. Craig asked that everyone read the material and engage in some email conversation before the June meeting, in order to facilitate a discussion then.

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

Next board meeting: June 8, 2017

Minutes submitted by Victoria Wake