

**Dimond Improvement Association
Board of Directors meeting minutes, 2/21/19**

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

Chris convened the meeting informally at 7:15 p.m. and formally at 8:00 p.m., when a quorum was achieved.

1. Agenda approval.

No action was taken.

2. January minutes approval.

Minutes were not available so no action was taken.

3. Chair's report. Chris talked about the goal- and budget-setting process as drafted by the Executive Committee, to be addressed later in the meeting.

4. Work in Progress (WIP) reports.

In order to allow more time for Item 9, the board dispensed with the usual verbal reporting and discussion, except for:

April general meeting. Fran and Zandile volunteered to be members of the ad hoc committee. Still to be done are: (1) identify third member of committee; (2) identify who will be responsible for preparing and conducting the board election; (3) confirm the program topic in addition to the election and Volunteer of the Year. Fran has been working on speakers to present a how-to session on building Additional Dwelling Units (ADUs). Victoria will upload to the team drive last year's how-to information on preparing for and running the election.

Highlights from the written WIP reports:

Beautification. 22 tree wells were weeded, somewhat excavated, and "mulched" with red lava rock. Transit plaza landscaping is looking good and a weeding party will be planned soon. Multiple attempts to interest Bret Harte School in a student project for planting in empty tree wells that cannot accommodate trees have received no response.

Communications. E-newsletter was published February 18. Retrofitting of four of the existing A-frames and purchase of four additional will still happen this fiscal year. Carol Lonergan will be the publicist for the April general meeting and Kathleen Russell will do likewise for the June general meeting.

Finance. Julie worked with the CPA to prepare and submit the 2017 tax filings (for year ending 3/31/18) and paid charitable registry fees. Committee is ready to close out 2018 Oaktobberfest books before year end (3/31/19), pending completion of Daniel's review of his books.

Public Safety. Security camera installation at Dimond and MacArthur (Grand Lake Kitchen) is in process. As soon as the restaurant system is online the street-facing cameras will be up and running. Discussions are underway for an installation at Nama to provide coverage of Fruitvale in both directions, as well as Bienati Way.

5. Volunteer of the Year 2018. Ryan reported on the nominations received, totaling seven individuals and two organizations. With no additional names presented, the nominations were closed. Ryan will send out a spreadsheet link, asking board members to review and add notes on nominee qualifications by February 28. A ranked-choice vote will then take place via email, with a winner determined before the next board meeting.

6. Maintenance agreement. Zandile and Victoria briefly reported on negotiations to date and explained the request to approve up to \$21,620 for a FY2020 contract. The contract would incorporate expanded services on a limited basis such as sidewalk steam-cleaning, graffiti removal, storm-drain clearing, tree and planter watering, as well as daily debris removal under garbage cans. Zandile motioned and Tomasz seconded, but the motion was withdrawn to allow more discussion with Fran on the costs and available funds.

7. Public Safety budget transfer. Daniel had sent an email earlier explaining the request, which involved reassigning funds from two line items within the committee's budget to enable the installation of additional security cameras.

ACTION: Approve the transfer within the Public Safety Committee budget of \$2,250 (Guard Patrol/Ambassador) and \$400 (General Safety & Awareness) to the Security Camera System line item. (Motion: Victoria; Second: Tomasz; in favor, 5; opposed, 0; abstain, 2 [Fran, Zandile])

8. Board nominations. JoAnn and Ryan reported that five community members responded to the DIA call for nominees, with two moving forward to interviews at this point. Discussion followed about how to generate more interest, and the Nominations Committee may pursue one or more of those ideas.

9. Goals & budget development. Chris presented the next steps in the process to determine our FY2020 goals and budget: (1) by 2/23, all board members to mark on the "2019 Retreat Priorities--Idea Generation (Grouped)" those suggested goals that they could work on (for development and/or execution); (2) by 2/28, designated four-member working groups, assigned to each of the three priorities sheets, to rate all suggested goals with "essential," "good & achievable," or "optional"; (3) before 3/14 board meeting, Executive Committee to develop the draft goals and draft budget, using input from the first two steps.

Adjournment. Chris adjourned the meeting at 9:00 p.m.

Next board meeting: March 14, 2019

*Minutes submitted by Victoria Wake
Approved 3/14/19*