



**DOWNTOWN  
LONG BEACH  
ALLIANCE**

**Governance  
Committee**

Sam Pierzina – Chair

Debra Fixen

Graham Gill

Silissa Uriarte Smith

Whitney Neal

**Staff**

Jeremy Ancalade,  
Vice President of Finance  
& Administration

Kelsey Mader,  
General Manager

**GOVERNANCE COMMITTEE MINUTES**

**Wednesday, February 28, 2024**

**9:00 AM**

**DLBA Conference Room**

100 W Broadway, Suite 235

Long Beach, CA 90802

**Voting Present:** Sam Pierzina, Graham Gill, Silissa Uriarte Smith,

**Voting Absent:** Debra Fixen, Whitney Neal

**DLBA Staff:** Austin Metoyer, Kelsey Mader, Jeremy Ancalade

1. CALL TO ORDER and INTRODUCTIONS – Sam Pierzina, Chair  
[Meeting presentation](#). Called to order at 9:04 AM.
2. APPROVE MINUTES  
**ACTION:** Approve Minutes from [January 24 Meetings](#)  
**MOTION:** 1<sup>st</sup>: Pierzina; 2<sup>nd</sup>: Smith  
**VOTE:** None opposed. No abstentions. Motion passes.
3. CHAIRPERSON'S REPORT – Pierzina
  - A. [Bylaw](#) Review/Amendments
    - The Committee reviewed various portions of the Bylaws that may need amending.
    - Mader will add definitions for certain terms within the Bylaws into the glossary to clarify the document.
    - Another consideration is the addition of term limits for committee members.
  - B. [Organizational Calendar](#) Review
    - Pierzina reviewed the organizational calendar, reminding the committee of the Board application/election period that is coming up.
    - Currently the Committee should be reviewing the Bylaws for any additional changes that may be necessary.
4. STAFF REPORT – Mader & Ancalade
  - A. Board Surveys Update
    - DLBA's Board of Directors was asked to complete two surveys over the last several weeks:
      1. The Board Experience Survey
      2. The Board Demographic Survey
    - The Board Experience Survey is intended to help positively shape the overall experience of Board members. The Demographic Survey was developed following DLBA's Diversity, Equity, Inclusion, and Access Initiative (DEIA).
    - Mader reviewed the findings of each survey with the Committee. There are 30 Board members. 19 responded to the Board Experience Survey and 15 to the Demographic Survey.
  - B. Overview of Board Recruitment Process
    - Mader provided an overview of what is come for the Board recruitment/election process. The application period opens in March and closes in April, with interviews scheduled in May.
    - Both new and returning candidates are required to follow the same process.

C. Returning Board Service Outreach

- Each Committee member was assigned one or more Board members to reach out to, to gauge their interest in returning for another term. Only Board members whose terms are ending this year but are still eligible to return for another two-year term will be contacted.

D. Misc.

5. OLD BUSINESS

6. NEW BUSINESS

7. PUBLIC COMMENT (three minutes on all non-agenda items)

8. ADJOURNMENT

Adjourned at 9:56 AM.

**NEXT GOVERNANCE COMMITTEE MEETING:**

**March 27**

**Location: DLBA Conference Room**

***Mission: Cultivate, preserve, and promote a healthy, safe, and prosperous Downtown for all.***

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