DTLB Alliance Governance Committee Meeting

March 24, 2026
DTLB Alliance Conference Room

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

1. Call to Order and Roll Call

Silissa Uriarte Smith

DOWNTOWN
LONG BEACH
ALLIANCE

2. Approve Minutes: January 27, 2026, Meeting

ACTION: Approve minutes from January 27, 2026, Meeting

3. CHAIRPERSON’S REPORT

Silissa Uriarte Smith

3. CHAIRPERSON’S REPORT – Silissa Uriarte Smith

A. Remarks

3. CHAIRPERSON’S REPORT – Silissa Uriarte Smith

B. Board & Committee Vacancies

- Programming Committees
  - Economic Development (1)
- Administrative Committees
  - Governance (1+)
- Board
  - DPBIA North Pine
  - DPBIA North East Village
  - Advisor(s)

4. STAFF REPORT

Kelsey Ruiz
Jeremy Ancalade

4. STAFF REPORT

A. Organizational Calendar

- Board Election Timeline

4. STAFF REPORT

B. Board/Committee Absences Report Out - Ruiz

Board		EC		Eco Dev		MarComm		Placemaking		Public Safety		Events	
3 Meeting in FY26		4 Meetings in FY26		2 Meetings in FY26		3 Meetings in FY26		5 Meetings in FY26		3 Meetings in FY26		2 Meetings in FY26	
Name	Absenses	Name	Absenses	Name	Absenses	Name	Absenses	Name	Absenses	Name	Absenses	Name	Absenses
Ashley Chiddick	3	Ashley Chiddick	3	NA	NA	Sarah Brainard	2	Katie Greenler	3	Paul Hargis	2	NA	NA
Bo Martinez	2	Amy Chambers	2					Stuart Takehara	2	Teri Tan	2		
Claudia Ayala	2	Graham Gill	2					Ellyse Steindorff	2				
Clay Wood	2												
Graham Gill	2												
Isidro Panuco	2												
Jess Evans	2												
Sarah Brainard	2												
Councilwoman Allen	2												
Stuart Takehara	2												

4. STAFF REPORT

C. Acknowledgment of Receipt of Materials - Ruiz

4. STAFF REPORT
D. Bylaw Review

BACKGROUND:
To amend the Bylaws to reflect current practice/standards for appointing Programming Committee chairs.

Section 8.8: Programming Committees

d. ~~Committee Chairs must be a current Board member of the Corporation, in good standing, and shall be selected and appointed by the DTLB Alliance Chairperson and approved by the Executive Committee.~~ Programming Committee Chairs and/or Vice-Chairs must be a current Board member of the Corporation, in good standing, and shall be appointed by the DTLB Alliance Chairperson and approved by the Executive Committee.

4. STAFF REPORT
D. Bylaw Review

BACKGROUND:

To amend the Bylaws to reflect current practice and clarify candidates vs. nominees.

Section 8.8: Programming Committees

e. ~~Programming Committee Chairs and their respective staff shall conduct interviews of nominees for the Committee and report recommendations to the Governance Committee for approval. In consideration of nominees, priority should be given to ratepayer representation of the Corporation's marketing and service areas.~~ Staff shall recommend committee candidates to the Governance Committee, which may approve that recommendation. In consideration of candidates, priority should be given to ratepayer representation of the Corporation's marketing and service areas.

4. STAFF REPORT
D. Bylaw Review

BACKGROUND:

To amend the Bylaws to be consistent in granting the Governance Committee the authority to vacate a programming committee seat as needed.

Section 8.8: Programming Committees

g. If any Committee member misses three consecutive regular meetings or misses one third of the regularly scheduled meetings in a one-year period, the ~~Committee Chairperson~~ Governance Committee may declare that member's seat vacant. In the case of extenuating circumstances, special consideration may be taken by the Committee Chairperson.

4. STAFF REPORT
D. Bylaw Review

Article 13: Budget

~~All expenditures during the year shall be made within the framework of the respective budgets, unless authorization is given by the Board of Directors to expend a higher amount than provided in the budget. Any expenditure for nonbudgeted items cannot be committed until first being approved by the Board of Directors. Any program and project expenditures greater than $100,000 must be approved by the Board of Directors or Executive Committee.~~
All expenditures during the year shall be made within the framework of the respective budgets, unless authorization is given by the Board of Directors to expend a higher amount than provided in the budget. Any expenditure for nonbudgeted items shall require prior approval from the Board of Directors, except as provided below.

The President & CEO is empowered to approve nonbudgeted operational expenditures or budget overruns not to exceed $25,000 per transaction (with a cap of $100,00 in a fiscal year), provided such expenditures support the organization's mission, are fiscally responsible, urgent in nature, and are reported to the Board of Directors or Executive Committee at the next regular meeting.

The President & CEO may also approve time-sensitive programmatic or strategic opportunities exceeding $25,000 but not exceeding $100,000, with the written concurrence of the Board Chair or the Chair of the Finance Committee and shall notify the full Board within five (5) business days.

Any program or project expenditure greater than $100,000 must be approved in advance by the Board of Directors or the Executive Committee.

4. STAFF REPORT

D. Bylaw Review

~~ARTICLE 15: SEAL~~

~~The Seal of the Association shall be circular in form and shall have inscribed there on the name of this corporation and the state and date of its incorporation.~~

4. STAFF REPORT

D. Bylaw Review

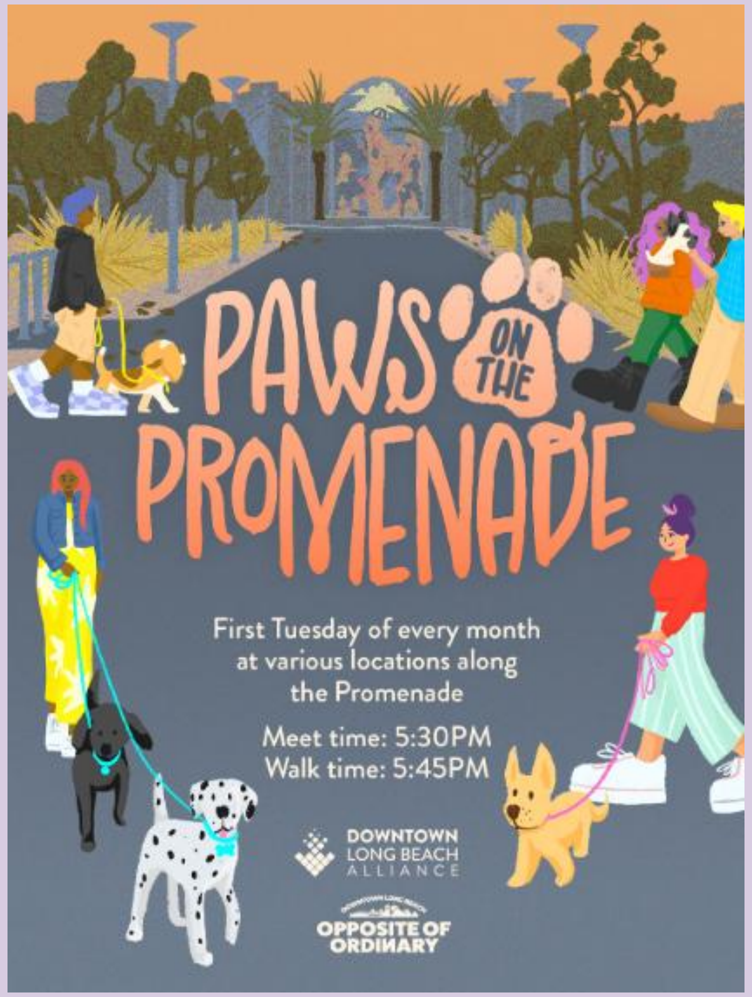
ACTION: Review to approve or revise recommendations to amend Bylaws and send to Board of Directors for two-thirds approval.

4. STAFF REPORT

E. Misc.

Upcoming/Recurring Happenings

DTLB Art + Design Walk
April 11

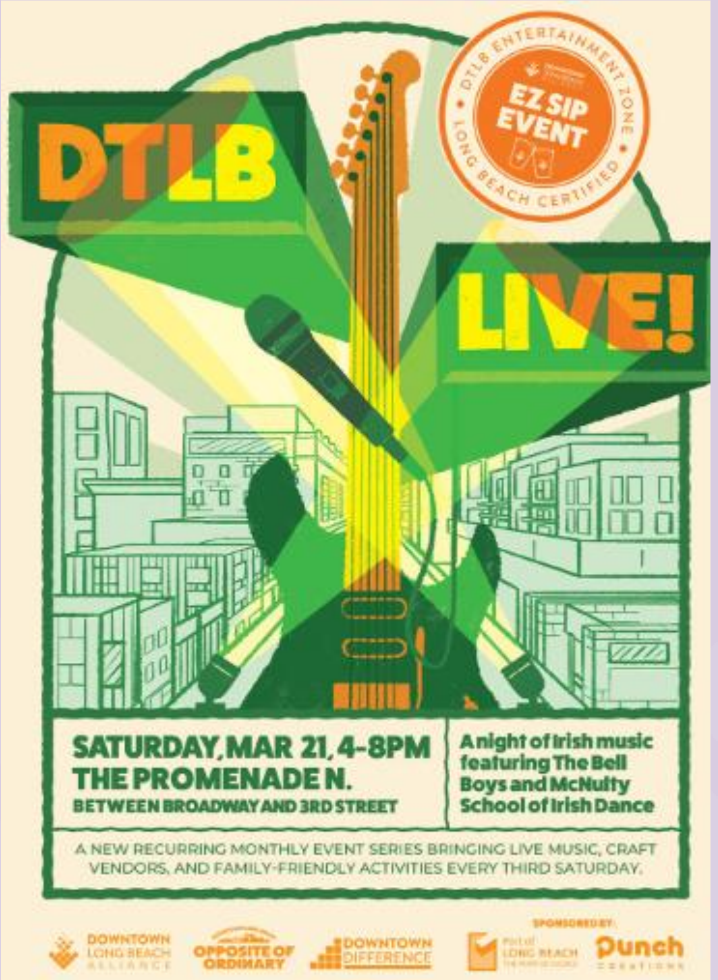


Paws on the Promenade
1st Tues. of every month

Education Series
Every Saturday

Mug-to-Mug
3rd Tues. of every other month

DTLB Live!
March 21 (past)|
Promenade



5. OLD BUSINESS

6. NEW BUSINESS

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

8. ADJOURNMENT

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