



**DOWNTOWN
LONG BEACH
ALLIANCE**

**Governance
Committee**

Loara Cadavona – Chair

Jeremy Harris

Allison Kripp

Todd Lemmis

Silvano Merlo

Griselda Suarez

Staff

Kraig Kojian,
President/CEO

Kelsey Mader,
Executive Assistant

GOVERNANCE COMMITTEE MEETING MINUTES

Wednesday, April 28, 2021

8 AM

[Join Zoom Meeting](#)

Meeting ID: 895 5176 5582

Passcode: 439371

Voting Present: Loara Cadavona, Griselda Suarez, Jeremy Harris, Allison Kripp, Todd Lemmis, Silvano Merlo

Voting Absent: None

DLBA Staff: Kraig Kojian, Kelsey Mader, Broc Coward, Justine Nevarez

1. CALL TO ORDER and INTRODUCTIONS – Loara Cadavona, Chair
Meeting presentation. Meeting called to order at 8:02 AM.
 2. APPROVE MINUTES
ACTION: Approve Minutes from [March 24, 2021 Meeting](#)
MOTION: 1st: Merlo; 2nd: Lemmis.
VOTE: None opposed. No abstentions. Motion passes.
 3. CHAIRPERSON'S REPORT – Cadavona
 - A. [Board and Committee](#) Vacancies
 - i. Board Vacancies:
 - (a) PBID Standard (I) – Expires September 2021
 - This seat will remain vacant until the upcoming Board Election cycle.
 - ii. Committee Vacancies
 - (a) Public Safety (I)
 - Broc Coward, DLBA COO, and Denise Carter, DLBA Public Safety Committee Chair, recruited Brian McGraw after he participated as a guest speaker at a Public Safety Committee meeting. As Director of Loss Prevention at the Renaissance Hotel, McGraw brings a strong skillset that aligns well with the DLBA's goals.
- ACTION:** Approve Brian McGraw to serve on the DLBA 2020-21 Public Safety Committee, effective immediately and expiring September 30, 2021.
MOTION: 1st: Lemmis; 2nd: Harris.
VOTE: None opposed. No abstentions. Motion passes.
- B. Update on Board Election
 - Cadavona reviewed the progress of [Board member outreach](#) for those individuals whose terms are ending September 30, 2021.
 - A handful of applications to serve on the Board beginning October 2021 through the website, but none are eligible to represent the Property-Based Improvement District (PBID). While nearly all current Board members with terms expiring plan to return for another term, the two Directors that represent PBID Standard are ineligible to return, thus the focus becomes filling these seats. In total there will be three vacant PBID Standard seats including the one that is currently vacant.

C. Review Governance [Committee Calendar](#)

- The Governance Committee is preparing for Board applicant interviews in May. In June, a slate will be presented to the Board of Directors.

4. OLD BUSINESS

5. NEW BUSINESS

- Kojian briefly reviewed the DLBA Bylaws' committee/Board attendance policy. In short, a Board or committee member who misses three consecutive meetings or one-third of the meetings within a year may be removed from their seat. However, there is not a set policy on how to handle this should the occasion arise.
- Lemmis recommended sending a letter offering the committee/Board member an opportunity to resign. Merlo and Kripp agreed with this step.
- Cadavona briefed the group on the status of chair-elect for the upcoming fiscal year. As the Bylaws currently stand, there are no eligible options for chair-elect which means additional amendments will be required. Before any changes are made, Cadavona, Kojian, and Alan Pullman, DLBA Board Chair, will meet with potential prospects to gauge interest. The committee will continue this conversation next month in more depth.

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

7. ADJOURNMENT

Meeting adjourned at 8:29 AM.

NEXT GOVERNANCE COMMITTEE MEETING:

Wednesday, May 26, 2021

Location: ZOOM

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

All meetings held by the Downtown Long Beach Alliance shall be conducted in compliance with the Brown Act, California Government Code Section 54950 et s, and its requirement that public commissions, boards, councils, and public agencies conduct business openly. E-Mail correspondence regarding agenda items can be directed to info@dlba.org. Agenda items may also be reviewed as posted in public view at the DLBA offices or at City Hall. If special accommodation is desired pursuant to the Americans with Disabilities Act, please make your request by phone to (562) 436-4259, by noon the day prior to the meeting.