

GOVERNANCE COMMITTEE MEETING MINUTES

Wednesday, July 27, 2022

8:00 AM

This meeting is being held via Zoom teleconferencing pursuant to Assembly Bill 361.

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Meeting ID: 856 8928 7398

Passcode: 409462



**DOWNTOWN
LONG BEACH
ALLIANCE**

Governance Committee

Debra Fixen – Chair

Alan Pullman

Allison Kripp

Griselda Suarez

Jeremy Harris

Staff

Broc Coward, COO

Kelsey Mader,
Executive Assistant

Voting Present: Debra Fixen, Alan Pullman, Griselda Suarez

Voting Absent: Jeremy Harris, Allison Kripp

DLBA Staff: Kelsey Mader, Broc Coward

1. CALL TO ORDER and INTRODUCTIONS – Debra Fixen, Chair
[Meeting presentation](#). Called to order at 8:05 AM.
 2. APPROVE MINUTES
ACTION: Approve Minutes from [April 27, 2022 Meeting](#)
MOTION: 1st: Suarez; 2nd: Pullman
VOTE: None opposed. No abstentions. Motion passes.
 3. CHAIRPERSON'S REPORT – Fixen
 - A. **[Board & Committee Vacancies](#)**
 - Fixen briefly reviewed the current vacancies, noting that these seats will remain empty until the upcoming fiscal year begins. Vacant Board seats will remain as to not cut a new Board member's term short by several months.
 - Board interviewees for the upcoming fiscal year who are not selected to serve on the Board will be recommended for committee vacancies.
 - i. 2021-22 Board
 - (a) PBID Standard (1)
 - (b) Advisory (2)
 - ii. 2021-22 Committees
 - (a) Special Events (1)
 - (b) Public Safety (1)
 - (c) Marketing & Communications (1)
 - B. Board Interview Review/Updates
 - The Committee reviewed the interviews that took place over the last several weeks. Each interviewee was scored on the same matrix and asked the same questions.
 - Some areas the Committee paid particular attention to is leadership qualities, vision for Downtown, and time commitment. Ultimately 4 new members were selected to join the Board in the upcoming year. These individuals are scheduled to be approved by the Board at the August meeting.
ACTION: Recommend to the Board the following appointments to fill Board vacancies for FY22-23
 - John Tully: At-Large (voting)
 - Jimmy Spicer: At-Large (voting)
 - Shane Young: PBID Standard (voting)
 - Jane Gould: Advisor (non-voting)
- MOTION:** 1st: Fixen; 2nd: Pullman
VOTE: None opposed. No abstentions. Motion passes.

- C. Membership Bylaw Review (Article 7 of [DLBA Bylaws](#))
- Article 7 of DLBA's Bylaws pertains to membership dues for entities outside the district that do not pay assessments. This membership would grant DLBA's services to the respective entity at a cost determined by the President & CEO and Board of Directors.
 - Coward reviewed how this Article has changed over the years, noting that there are no records noting it had every been used.

ACTION: Recommend the Board to remove Article 7 from the Bylaws.

MOTION: 1st: Fixen; 2nd: Pullman.

VOTE: None opposed. No abstentions. Motion passes.

- D. Board Neighborhood Representatives
- Resulting from a conversation that occurred when asking a Board member if interested in returning for another term, the Committee brainstormed about ways to help inform Downtown stakeholders who their Board representative is. Some ideas included specialized newsletters, door-to-door meet-and-greets, and mixers.
- E. Special Governance Committee Meeting Dates – Election Results
- Mader will follow up with the Committee to set a date for the special meeting in August to oversee the tabulation of the Board election results.

4. OLD BUSINESS
 5. NEW BUSINESS
 6. PUBLIC COMMENT (three minutes on all non-agenda items)
 7. ADJOURNMENT
- Adjourned at 8:57 AM

NEXT GOVERNANCE COMMITTEE MEETING:

August TBD

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.