Oakland Chinatown Improvement Council
Interim Board of Directors Meeting # 10
Thursday, March 31st, 2022 – 6:30 p.m.
388 9th St, #290, Oakland Asian Culture Center
(Conducted in present and via Zoom video webinar)

Present: Stewart Chen, Ener Chiu, Carl Chan, Rick Da Silva, Kam Davies, Karen Dea, Ann Fok, Kin Gee, Hal G gin, Anderson Gin, Esther Hsu, Josephine Hui, Corinne Jan, Stephen Lam, Victor Kuang, Suzie Lee, Howard Lee, Jennifer Li, Sky Liang, Carol Liao, Ning Liu, Mike Lok, Joe Ma, Michael Moon, Elaine Peng, Raymond Tan, Kenneth Tang, Tony Trinh, Chiaki Ueyama, Albert Wong, Peter Yee, Jimmy Zhao

Unexcused Absent:

Kim Carim, Douglas Wong

Excused Absent:

Weng Kee Fu, Jimmy Zhao

Staff member, Marco Li Mandri, New City America

MINUTES:

Item	*Discussion*	*Action Taken*
Introductions	The meeting was called together at 6:40 p.m. by President Stewart Chen. Secretary Ken Tang called for a verbal roll call from the Board members present both within the room and on the zoom video. A quorum was met. The new quorum for the OCIC is 50 per cent of 35 members based upon the removal of various Board members due to their lack of participation in Board meetings or Committee meetings. Item 6B and 6C was moved to go after roll call	*No action taken*
Accept recommendations on Employment Contract agreement for selected Executive Director	The contract recommended by the executive committee board was reviewed. Future OCIC executive director shared a short introduction of herself and appreciation of the board. She looks forward to working with everyone.	*Chiaki Ueyama moved, and Josephine Huiseconded approval of the executive board recommendations on Jennifer's*

		employment contract was approved. the motion was approved with, by majority, two abstentions by Ann Fok and Rick de Silva. Carl Chan opposed.
Motion to amend Executive Director's employment contract- Action Item	Stewart shared the request of Jennifer's proposal of her employment contract regarding sick leaves and vacation hours. First amendment is to give Jennifer 3 days advance of vacation. Second amendment is to raise her cap of her vacation hours to 240 and decrease her sick hour cap to 240. Jennifer and Stewart Chen signed the amended contract	*Esther Hsu moved, and Chiaki Ueyama seconded the approval to amendment of Jennifer's contract. The motion was approved unanimously with Carl Chan abstaining.*
Public Comment	No public comment	*No action taken*
Minutes of the February 17th, 2022, Board of Directors Meeting	The minutes of the February 17th, 2022, Interim Board meeting were reviewed. Amendment to accurate capture the # of Amendment to accurately capture who made the original motion and the person who second. which was Chiaki introduced and Elaine Peng seconded Amendment for Jennifer's remark on page 5	*Chiaki Ueyama moved, and Sky Liang seconded approval of the minutes as presented, the motion was approved with one abstention by Carl Chan*
President's remarks	Stewart shared how much work we have done and we have conducted all of our tasks within the projected timeline which included city contract, hiring of our executive director, and securing our office lease. Stewart shared his appreciation to all Vice Presidents who have led each of our committee for 3 months is based on everyone collective effort. Stewart shared about the transition of the permanent board coming soon given county	*No action taken*

	2nd parcel tax around the corner. Our board will initiate the process in preparation of the transition. Therefore, Stewart has nominated Hal Gin to be chair to the nomination committee. Elaine Peng, Michael Moon, Mike Lok, Esther Hsu, and Suzie Lee will be part of the nomination committee. In instances where there is a tied vote, Stewart will become the tiebreaker. Hal Gin shared remarks of the committee commitment. He will initiate the process for each of the committee board member to meet. The nomination committee will be supported by Marco Li Mandri, Jennifer Li, and Chris Cameron (lawyer) Stewart also nominated Kenneth Tang and Tony Trinh as the evaluation committee to create a metric to conduct evaluation of our new executive director.	
Committee Reports	(Executive Committee) Suzie Lee, the Treasurer, reported that we have secured the office space. There will be some expected expense to furnish the OCIC office. Address of OCIC is 638 Webster St, Suite 220 2F. Stewart shared OCIC's expense of 3,900 for utilizing our lawyer expertise to address some of the requests from both Issac Cheng and City Auditor Ener shared information of the Brown Act You can review summary of Brown Act in the following link: https://www.bbklaw.com/bbk/media/library/pdf/major-provisions-and-requirements-of-the-brown-act.pdf An incident of a board member violated Brown Act and the issue was addressed	

	(District Identity and Placemaking) Hal shared a community festival on Saturday June 11th 10-5pm, 4 square blocks of Chinatown with the goal of support local merchant while celebrating the cultural aspect. 10,000 will be put. The event is expected to generate income to cover our cost. Council President Bas has agreed covered the cost of street cleaning. Other public officials have also expressed their support for the event. 14 of District Identity committee members agree and bring this recommendation to the full board. Chiaki offered to volunteer for music as entertainment Elaine and Ener responded Wladimir Wlassowsky from the public question regarding the budget. (Civil Sidewalks) Ener shared two additional co-chairs (Esther Hsu and Elaine Peng) and secretary (Sky Liang) to the civil sidewalks committee. A committee meeting was held on March 15th. Next committee meeting will be on April 12th. Ener shared wanting to focus ambassador program, security guards, and volunteer groups. 2 Questions were raised from our last meeting and hoping it can be addressed at the upcoming committee meeting. First question, request of new staffing for OCIC, committee member wanting OCIC to hire an operation manager . Second question is the general direction of the ambassador program, is it a relationship building program, safety responsibilities oriented or maintenance focused. The civil sidewalk will also be bringing a recommendation to our next board meeting mainly for allocate funds for volunteers group to use on food.	*Sky Liang moved, and Chiaki Ueyama seconded approval committing $10,000 to host dragonboat festival. The motion was approved unanimously*

	(Land Use) Rick shared Landuse committee met with downtown CBD staff. Downtown CBD is requesting us to present what type of services OCIC will produce for their merchants. Sky asked can we clarify which properties is under our OCIC jurisdiction? Rick responded there is map that indicate which area overlap between OCIC and downtown CBD. Stewart appointed Jennifer to look into the map and consult Marco. Tony shared potential topics (flex street and howard terminal stadium) for next month landuse committee.	
Other	Stewart readdressed the nomination committee that was raised earlier and received confirmation from Hal Gin, Suzie, Elaine, Michael Moon, Mike Lok, and Esther will be seating in the committee. Linda Liu made a comment regarding hardship for disabilities to pay into increased property taxes. Suzie responded there are businesses who are exempted from paying taxes, potentially suggestion is to research to look into what are the qualification for exemption .	
Next Meeting	The next meeting of the Interim Board will take place on Thursday evening, April 28thth, at 6:30 p.m. at a location to be determined.	***The meeting adjourned at 8:05 p.m. s***

Minutes taken by Kenneth Tang, Secretary