



Executive Committee Meeting Minutes
Date: February 8, 2022 from 6:00 pm to 7:00 pm
Location: Zoom platform

Present: Joseph Jung, Alan Wilk, Mike Thaler, Ryan Thomas
Absent: Sonja Brooks
Staff: Shari Godinez, [Greg Harris](#), [Courtney Russell](#)
Guest: Daniel Swafford

<u>Subject</u>	<u>Discussion</u>	<u>Action</u>
1. Welcome and Establish Quorum	Meeting began 6:02 pm Quorum established	
2. Open Discussion / Announcements	<p>Introduction: Joseph Jung</p> <p>Shari -mentioned that Ramon wouldn't be present for the meeting because he was shot in the face with a pellet gun earlier that morning and had to go to the hospital to have it removed. Ramon walked up on 3 guys who tried to steal a catalytic converter out of a car that was parked in KONO's office building parking lot. Shari mentioned the men chased him with a machete then one of the men went to his car and got the pellet gun and shot him in the face. After having the pellet removed, Ramon went back to work and Shari told him that he should go home. The incident occurred between 6:45 and 7:15am.</p> <p>Joseph asked to inform them of any update to Ramon's condition. Joseph also mentioned that he believes that crime is really up and that someone had stolen a wheel off of his car that was parked in front of his residence in Oakland. And there was a burglary attempt at Joseph's office building.</p> <p>Shari- mentioned that she invited Daniel Swafford, ED from the Montclair and Laurel Districts, back to talk about the camera installation for the KONO district.</p> <p>Daniel-Daniel mentioned he had a conversation with a couple of the business owners in KONO and one of them located at 24th and Telegraph mentioned he was interested in installing cameras on their property. He spoke with the HOA there and he thinks it would be a great idea to collaborate with the owners on 23rd and 24th to have cameras with license plate recognition installed on the perimeter of that building.</p> <p>Shari stated she wants to pose to the Board about installing the district cameras as well as installing cameras with license plate readers at the intersection of 24th and 25th Streets on the same installation and the cost would run between \$3k-\$4k. Joseph asked for clarification that we would be installing cameras inside the KONO building as well as the</p>	

	<p>intersections that cover 24th and 25th Street. Shari responded that is the case. Daniel mentioned it would be best with getting comprehensive coverage by having the cameras with the license plate readers that will allow us to see what's going on in the streetscapes, sidewalks, and the intersections. He stated he will find out how much it would be with sharing the cost with the building. The external would be paid for by the district and the internal paid by the building and there would be shared costs, such as the wiring, and the hard drive. Daniel also stated that the association would have access to video footage so they would be able to log into the system any time they want.</p> <p>Joseph asked if the cost is \$4k per camera. Daniel responded that the cost would be to cover the 2 intersections, and streetscape with all the cameras that are needed. The building would then be responsible for the costs internally. Mike stated that the 25th St intersection can't be seen from his building. Daniel said he will come down there to check it out with that in mind, however the camera should be able to see that intersection from the north corner of your building. Daniel mentioned he has a camera on a building that's 100 yards from the intersection and can capture the license plates. Shari stated to Daniel that our streets are staggered so 24th does not go straight across Telegraph, so maybe he was thinking the other side of 24th? Daniel mentioned that according to the diagram the cameras are able to cover the areas adjacent to the building, utilizing 2 cameras on the building.</p> <p>Shari asked if the Board received the VIP tour invitation to the grand opening of the new Kissel Hotel that's opening up at 24th and Broadway. She stated she needed a head count for anyone who wants to attend. Joseph stated everyone will respond to Shari's email regarding attending.</p>	
<p>3. Staff Report: a) Executive Director Updates - Shari Godinez</p>	<p>Shari stated we received a letter from the IRS regarding payroll funds that never got submitted. Shari contacted the payroll company and they stated that they had a glitch in the system and they will submit the funds to the IRS and they will credit us back for any interest or penalty charges. Shari mentioned we received our 50% disbursement from the city for assessments. Shari filled out all of the fraud paperwork for the stolen check from Sutter Health. Sutter Health is going through Bank of America to try and get the money back. Shari stated she shared the new vaccine ordinance that went into effect Feb 1st requiring restaurants and gyms to receive proof of vaccination. Shari is following up with the city councilwoman regarding the district arch way and the no parking signs. Shari stated that we had a successful Feb event celebrating Black History Month and just finished a video testimonial from some of the OakFF vendors that was filmed for free. Shari is meeting with the president of Visit Oakland to talk about how they can support First Friday. She has also been meeting with a staff person in Economic Workforce Development on how to support First Friday. She also mentioned that we produced a demographic survey for our vendors, in which we received 61 responses. 43% of our vendors are African American, 30% White, 12% Hispanic, 12% Asian and 4% Other which means 70% of our vendors are people of color. 62% are female, and 43% are Oakland residents. Shari mentioned that she, Courtney and Christina worked really hard on a grant for the Department of Violence Prevention that is approximately \$300k</p>	

per year for a 2 year grant which would be over \$600k if we receive it. Shari stated her and Christina worked on another grant for the Cultural Arts Department for \$20k for OakFF's. She also applied for more money from the SBA for the Shutter Venue Operators grant and within 24 hours we received \$35k deposited to our bank account. Shari stated she met with Mayor Schaaf who agreed to help us connect with Kaiser about putting a mural at the parking structure at 27th and Northgate. Shari also submitted the grant report for Sutter Health regarding the \$25k. Shari reported an abandoned burned out car to the Community Resource Officer. Shari also mentioned that we need to make a decision on the 2 yard recycle bin as we now are required to pay for it or give it back. Mike asked if a business leaves cardboard outside their business, can it be reported. Shari responded that we can call Public Works to have them come pick it up, however Public Works can take up to 3 days to do so. Shari has a contact to call directly and we can see if that works. Mike asked if they can be cited for dumping the cardboard. Shari responded that she did provide the names of the businesses to Waste Management who they believe is dumping the cardboard and they are supposed to require them to have a recycle bin. Shari stated she did follow up with the city's recycle department to find out what's going on. Joseph asked what is the fiscal responsibility for the bins. Shari stated she will have to look up the cost but she believes it was \$200+ a month. Joseph asked if Shari has gotten an update regarding the Sutter Health check and what's going to happen. Shari responded that she just turned in the police report but hasn't heard anything back yet. Joseph asked if they should just return the money after receiving the paperwork. Courtney responded that the bank should have insurance to cover for fraud and especially if it's a blatant crime. Joseph asked, once the money is given back to Sutter Health, if the plan is to give the \$25k back to KONO. Shari stated that she assumes that is the plan.

**b)Greg Harris,
Festival
Coordinator**

Greg- stated that we had First Fridays on Feb 4th and it was an incredible event. He stated that we had news coverage from channels 4,5,7, and 2 and KQED. He also stated we had 60% vendor participation as well as 5 or 6 vendors that came and purchased a space on the spot. Greg mentioned that we provided Covid testing. Greg also asked Joseph if he still wanted us to provide Covid testing on a separate day for the community in the district. Greg stated he received the confirmation that the company will provide that testing and will set up a date and location to have that event. He also mentioned that we had a dance performance, a fashion show, poets as well as a couple entertainers that celebrated Black History Month. Greg stated that March 4th is Women's History Month and would love to see the Board members come out to help celebrate women. Greg mentioned that \$5000 was raised from Square. Shari mentioned OPD told her that the event went smoothly. Joseph asked how many private security did we have at the event. Greg responded that we had 30 total, 4 armed and 26 non-armed. Shari stated that she saw 6 police officers present by the Moxy Hotel but she never saw them come into the festival. Joseph asked when we would receive the \$150k for the arch project. Shari responded that Tonya from Carol Fife's office stated she needed to check with the DOT. Shari stated she sent her another follow up email today asking for any update. Joseph

	stated that we need to mimic what the other districts have done regarding their arch projects and see how much they paid for theirs. Shari and Joseph both proposed that we put the arch at 27th and West Grand.	
4) Action Item: Approve Minutes from Jan 11, 2022	Mike T -Moved to approve minutes Alan - 2nd to approve minutes No objections or abstentions Minutes approved.	Action: Minutes from Jan 11, 2022 approved
5) Action Item: Approve Financial Reports January 2022	Shari - The balance of account for First Friday at the end of January was \$226,510.34 Income-\$42,217.63 (which includes \$35k SBA grant) Expenditures-\$13,085.79 Net Income-\$49,131.84 The bank balance for KONO at the end of January \$700,773.81 Income-\$325,680.60 (50% Assessment deposit+anonymous donation of \$5k) Expenditures-\$41,030.00 Net Income-\$284,650.45 Joseph asked if the \$35k received was a grant or a loan and Shari responded that it is a Shutters Venue Operators grant that does not need to be paid back. Mike asked what was the reason for the grant. Shari responded that the grant was Covid related and they look at our financial reports from 2019, 2020 and 2021. Joseph where did the anonymous donation come from and Shari said it came through a local foundation. Alan asked what was the gate donations P&L for First Fridays. Shari stated that information for Feb will be on the next report however 18 people donated through cash app for Feb. Shari also mentioned that an artist named Ryan donated 10% of his sales to OakFF's because of how happy he was with the result of selling out at the event. Mike-Moved to approve Alan- 2nd Motion to approve Financial reports approved	Action: Financials Reports January 2022 approved
6) Discussion: Open Forum	Shari asked if we can move the next Board meeting to Mar 15, 2022 and Executive Committee meeting to March 8, 2022. Joseph agreed. Joseph asked, when are we having the retreat. Shari responded that it will be April 23rd. Mike asked if we should do something to honor Black History Month. Shari mentioned as an organization we celebrated Black History Month at OakFF's, however open to additional ideas. Shari suggested that we promote Black owned businesses in our next newsletters. Joseph suggested that we interview some of the black business owners for the newsletters. Joseph asked if all the KONO masks were gone. Shari mentioned that the mask mandate has been changed so the need may no longer be there. Joseph asked Greg where we should have the covid testing site and do we want to have it set up as a drive thru or on foot. Greg mentioned that the testing company performed 62 tests and he's still waiting for final numbers but doing it on	

	<p>foot is probably best. Joseph asked for confirmation if 27th and Telegraph storage building would be the best location for the testing site. Greg stated that we still would need to get confirmation from them if that would work. Ryan mentioned that maybe the parking structure on Sycamore and Northgate might be a good location for the testing site which is a Kaiser lot. All agreed that we can ask Kaiser if they would allow it. Greg mentioned that Carbon Health is the testing company that would be willing to perform vaccination and covid testing and should be the PCR test that takes a day or 2 to get results. Joseph asked how we plan to advertise the testing site and Greg mentioned we can advertise online, social media and news outlets. Shari mentioned we can send out a press release and through our newsletters. Ryan mentioned that once the testing site is up and running we can use multi family buildings in the neighborhood to advertise the testing.</p>	
<p>7) <u>Set Board Agenda:</u></p>	<p>Shari mentioned that we have the Korean Culture Fest to plan and asked Joseph if he is planning to get the performers. She also mentioned that Greg has access to KPop performers.</p>	
<p><u>Next Executive Committee Meeting</u></p>	<p>Meeting adjourned 6:49pm</p> <p>Next meeting March 8, 2022 at 6:00 pm</p>	

Minutes by [Courtney Russell](#) and Edits by [Shari Godinez](#)