



Servando Orozco- President- At Large
Michael Mora -Vice President-Long Beach BL
Norm Cauntay – Secretary - Atlantic
Anthony Wingfield – Treasurer – Wardlow Road
Anthony Puente -Atlantic Ave
Bill Larson- Long Beach Blvd.
Aaron Hovis - Wardlow Rd
Kris Allen – At Large

Vacant - At Large
Stephanie Gray- Long Beach Blvd.
Jeff Beasley -Long Beach Blvd
Cheryl Jacobs- Community Liaison
Mark Hawkins-Community Liaison
Roy Robbins- Community Liaison
Andrea Testa -Community Liaison
Blair Cohn-Executive Director
Katie Phillips – Project Manager

BOARD OF DIRECTORS MEETING
THURSDAY, FEBRUARY 28, 2019 7:45 A.M.
AT THE PAN RESTAURANT
AGENDA

1. CALL TO ORDER/ROLL CALL

- Excused Absences:

2. WELCOME & INTRODUCTIONS

3. APPROVAL OF MINUTES

- Approval of Minutes January 24, 2019

4. PUBLIC COMMENT (LIMITED TO 3 MINUTES)

5. 7TH DISTRICT COUNCIL REPORT – 7th District Council Representative

6. 8TH DISTRICT COUNCIL REPORT - 8th District Council Representative

7. COMMITTEE REPORTS:

- a. Treasurer Report – Susan Cooper
- b. Security & Code Enforcement Report – Mike
- c. Promotion Report – Cheryl
- d. Executive Director's Report – Blair
- e. Project Manager Report -- Katie

8. OLD BUSINESS

- Annual Meeting Recap

9. NEW BUSINESS

10. ADJOURNMENT

Bixby Knolls Business
Improvement Association

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BIXBY KNOLLS BUSINESS IMPROVEMENT BOARD OF DIRECTORS MEETING MINUTES

<u>DATE</u>	January 24, 2019	<u>RECORDER</u>	Norm Cauntay
<u>CHAIR</u>	Servando Orozco	<u>PLACE</u>	The Pan
<u>TIME</u>	7:45am	<u>ADJOURNED</u>	9:06 a.m.

Servando Orozco, President
Norm Cauntay – Secretary
Anthony Wingfield - Treasurer
Aaron Hovis
Bill Larson
Kris Allen

Anthony Puente
Mark Hawkins – Community Liaison
Andrea Testa – Community Liaison
Blair Cohn – BKBIA
Katie Phillips -- BKBIA

Sam Hall

Excused Absences

Jeff Beasley

Guests:

- Sean Bernhoft, 7th District Council Office
- Jonathan Kraus, 8th District Council Office
- Susan Cooper

Call Meeting to Order

- Servando called the meeting to order at 8:00am.

Welcome & Introductions

Approval of Minutes

- Approval of Minutes from November 29, 2018 (no meeting in December 2018). Bill made a motion to approve the minutes. Mike seconded the motion. Motion approved unanimously.

Public Comment (limited to 3 minutes)

- No public comment

7th District Council Office Report

- Sean reported: Homeless camps at the 710 & 405 are being cleaned out; State of the City review; City is trying to help any federal workers during the shutdown; “Day of Racial Healing” will be the last Tuesday in January, annual event; Work being done on Carson from Orange to Lakewood border; work being done on Orange from Bixby to Scofield.

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8th District Council Report

- Jonathan reported: Black History Month celebration at Expo Arts Center, January 31-February 2; there is now a Quality of Life Officer for North Division LBPD, Arturo Trujillo; City has a program to plant a fruit tree in your yard for free.

Committee Reports:

- a. Treasurer Report: Susan reported on financial reports.
- a. 501c3 status: Filed with IRS and received our tax i.d.#; State filing is next; need to set up a strategic planning session to write mission and bylaws.
- b. Security and Code Enforcement Report – Mike reported: Updates and crime stats from LBPD and CSI Patrol Service
- c. Promotion Report – Blair included this in the E.D. report: We will have our Bixby Business Breakfast in January with Eric Romero from Economic Development; Knights of the Round (Turn)Table is tonight at Petroleum Club featuring “Born to Run” by Bruce Springsteen; Celebrating longevity with Strollers and Literary Society turning 11 years old; Neighborhood Night at Pow Wow Pizza is on Monday night; Good Spirits will be held at Willmore to kick off the new year; Annual Meeting is on February 21; First Brewery Knolls Beer Trolley will be on February 17.
- d. Executive Director’s Report – Blair reported: Business Directory status/update; First Fridays status, all has been well and calm thus far (since September). No issues; 501c3 Next Steps include setting up a strategic planning session to plan the future; Recruiting efforts have been made towards Ellie’s, Cassidy’s Corner Café, and Urban Pie L.A.; Changes in the district with O Paloma, Share & Do Good, The Mirage, Hashtag Burgers, Petroleum Club, and tenants at 3853 Atlantic; BKBIA has provided letters of support to Laserfiche and Green Olive to city council and planning commission.
- e. Project Manager Report – Katie reported: We had a special meeting with Commune Communication to create a program that will help boost attendance to some of our events and provide a broader reach; there will also be another campaign to develop a “Destination Bixby Knolls” plan that will promote all clusters and subsets of business types; Katie presented the list of upcoming events, too.

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Old Business

- No old business was discussed.

New Business

- No new business was discussed.

Adjournment

- Roy Robbins – Asked about what's going in next to Smart & Final.
- Andrea – Shred & E-Waste event this coming Saturday

At 9:06am Anthony P. made a motion to adjourn. Anthony W. seconded.
Meeting was adjourned.

Next meeting is February 28, 2019, 7:45am at The Pan.

Respectfully submitted,
Norm Cauntay

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BIXBY KNOLLS BUSINESS IMPROVEMENT ASSOCIATION

EXECUTIVE DIRECTOR REPORT: FEBRUARY 2019

GENERAL UPDATES & INFO

- **Directory status/update**

- o The final draft of the directory was sent to the printer and we just received the proof back. Katie will give it the once over and then we should have a printed version within 10 days.

- **Annual State of the District**

- o Eager to hear feedback from those that attended the meeting, though turnout from the board was low. Well attended event with an hour presentation from the BKBIA about all things done in 2018 plus plans to move ahead with new programs, especially marketing. We discussed the RDA funds and the steps we are taking to fill the gap as well as continued conversations with the city. We also gave out awards to our sponsors, best supporter from the community, and Susan Cooper was given the "BKBIA Bean Counter Perseverance Award" for her continued service to the BKBIA. I gave a summarized presentation of this report to the Economic Development Commission this week.

- **501c3 – Next steps**

- o We received our State notification and now have all necessary paperwork for the entity.

- o Susan reached out to an attorney as referred by the LB Community Foundation to help with bylaws. Susan can discuss this a bit more with the board.

- o Next up is to plan the strategic planning session with John Glaza to write mission and bylaws after March 15 when John returns from vacation. .

- o Bank account – need contribution from board members

- **Commune Communication**

- o Working with us simultaneously on two projects.

- o Boosting attendance at Literary Society, Good Spirits, Knights of

- o Drawing attendees from outside the area

- o Destination Bixby Knolls – promoting clusters and subsets from the district

- o Brewery Knolls

- o Medical & Dental

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- o Financial
- o Retail and Restaurant
- o Others

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PROJECT MANAGER REPORT: FEBRUARY 2019

Current Events and Projects Recaps

- Makersville - week-long kids camp
- Housing LB
- Knights of the Round (Turn)Table moving to Phil Trani's
- Annual Meeting

Upcoming Events

- **Friday, Mar 1st** - First Fridays Mardi Gras & Women's History Month with the Mardi Gras Parade
- **Monday, Mar 11** - Supper Club at Taboon Mediterranean
- **Sunday, Mar 17th** - Kidical Mass Lucky Leprechaun Ride
- **Thursday, Mar 21** - Good Spirits Club at The Knolls
- **Sunday, Mar 24** - Brewery Knolls Beer Trolley
- **Thursday, Mar 28** - Knights of the Round (Turn)Table feat. Led Zeppelin at Phil Trani's

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