

Joint Board of Directors Meeting Agenda

Date of Meeting:	06/10/2026	Time:	4:00 PM
Board Chairs:	Amanda Heitlinger/Gabriela Guerrini	Location:	953 10 th Street
1. Discussion Items			
#	Topics	Presenter	
1	Open Meeting and Introductions (5 min)	Amanda H. / Gabi G.	
2	DID Approval of Minutes (15 min)	Amanda H.	
3	DMP Approval of Minutes (4 min)	Gabi G.	
4	Public Comments (The Board of Directors welcomes participation in meetings. This time on the agenda is provided for members of the public to address the Board of Directors of DMP on matters of concern that fall within the jurisdiction of the Board that are not on the agenda. Speakers are encouraged to consult with management prior to agenda preparation regarding any DMP operation or responsibility. As per the Brown act, no action can be taken on non-agenda issues. It is not required, but speakers may provide their name and address. Because these are non-agenda matters, no discussion or comment by the Board should be expected except to properly refer the matter for review or action as appropriate. Public Comments will be limited to five minutes per speaker.) (5 min)	Any	
5	Downtown Administrative Report (Recap of recent activities and upcoming initiatives: Downtown Ambassadors, ARPA Gateway Signs) (10 Min)	Sandra H. / Heidi S.	
6	DID Approval of Financials (4 min)	Amanda H.	
7	DMP Approval of Financials (4 min)	Gabi G.	
8	DID Action: Discuss Redefining the Roles of DID and DMP; Joint Discussion Between the Boards Regarding the Scope, Responsibilities, and Working Relationship of Each Organization Going Forward (10 Min)	Amanda H.	
9	DMP Action: Discuss Redefining the Roles of DID and DMP; Joint Discussion Between the Boards Regarding the Scope, Responsibilities, and Working Relationship of Each Organization Going Forward (10 Min)	Gabi G.	
10	DID Action: Discuss Continuation of Joint Board Meetings with DMP for Collaborative Efforts Under Well-Defined Alignments, in Addition to Separate DID-Only Meetings for DID-Specific Agenda Items (10 Min)	Amanda H.	
11	DID Action: Discuss Continuation of MOU for Sub-Leased Office Space from DMP (10 Min)	Amanda H.	
12	DID Action: Discuss Continuation with DMP for Clean and Safe Team Cost-Sharing (With Monthly Reimbursement to DMP for Areas Outside the DMP Boundary) (10 Min)	Amanda H.	
13	DID Action: Discuss Termination of the 70/30 Joint Employment Arrangement for Executive Director Position (10 Min)	Amanda H.	
14	DID Action: Discuss Transition of Sandra Hilton-Kaepf to 100% DID Employment, with Payroll Processed Through DID's Contracted Bookkeeper and provide an Offer Letter (10 Min)	Amanda H.	

15	DID Action: Discuss Authorization to Plan and Hold a DID-Only Strategic Planning Meeting for the Development of a Three-Year Action Plan (10 Min)	Amanda H.
16	DID Action: Discuss Establishment of DID-Only Board Meeting Frequency (10 Min)	Amanda H.
17	DMP Action: Discuss Donation Requests (10 Min)	Heidi S.
18	Board Member Forum (5 min)	Any
19	Adjourn Regular Meeting	Amanda H. Gabi G.

2. Pre-work/Preparation (documents/handouts to bring, reading material, etc.)

Description	Brought by
02/11/2026 DID Board Meeting Minutes	Elizabeth B.
03/08/2026 DID Board Meeting Minutes	Elizabeth B.
04/08/2026 DID Board Meeting Minutes	Elizabeth B.
04/08/2026 DMP Board Meeting Minutes	Elizabeth B.
Admin Report Materials	Elizabeth B.
DID Financials through 05/31/2026	Elizabeth B.
DMP Financials through 04/30/2026	Elizabeth B.