

**MEETING OF THE BOARD OF DIRECTORS  
OF WORLD TRADE CENTER SAN DIEGO, INC.**

**Agenda**

Wednesday, May 29, 2019

**9:00 AM**

Port of San Diego  
Don L. Nay Port Administration Boardroom  
3165 Pacific Hwy.  
San Diego, CA 92101

***Board of Directors***

Robert H. Gleason, Chair (SDCRAA)  
Erik Caldwell, Secretary (City of San Diego)  
Marshall Merrifield, Treasurer (SDUPD)

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**Call to Order**

**Roll Call**

**Non-Agenda Public Comment**

*Each individual speaker is limited to two (2) minutes*

**Reports and Action Items**

**1. APPROVAL OF MINUTES**

RECOMMENDATION: Approve the Minutes of the December 17, 2018 special Board meeting.

**Board Workshop**

**2. ELECTION OF OFFICERS**

**3. STATUS UPDATE ON 2019 WORKPLAN**

Dr. Nikia Clarke, Executive Director, World Trade Center San Diego

**Board Comment**

**Adjournment**

**DRAFT**  
**WORLD TRADE CENTER SAN DIEGO, INC.**  
**SPECIAL BOARD OF DIRECTORS MEETING**

**Minutes**

Monday, December 17, 2018

1:00 P.M.

San Diego International Airport

San Diego County Regional Airport Authority Administration Building

Orville and Wilbur Conference Rooms

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**Call to Order:** Chair Gleason called the special meeting of the Board of Directors of the World Trade Center San Diego, Inc. to order at 1:05 p.m., on Monday, December 17, 2018, in the Orville and Wilbur Conference Rooms of the San Diego International Airport, SDCRAA Administration Building, 3225 N. Harbor Drive, San Diego, CA 92101.

**Roll Call:**

Present:	Board Members:	Erik Caldwell, Robert H. Gleason, Marshall Merrifield
Absent:	Board Members:	None

**Non-Agenda Public Comment - None**

**Reports and Action Items**

**1. APPROVAL OF MINUTES**

RECOMMENDATION: Approve the Minutes of the January 17, 2018 special Board meeting.

**ACTION: Moved by Board Member Merrifield and seconded by Board Member Caldwell to approve staff's recommendation. Motion carried unanimously.**

**Board Workshop**

**2. NOMINATIONS AND ELECTION OF BOARD SECRETARY**

**ACTION: Moved by Chair Gleason and seconded by Board Member Merrifield to appoint Board Member Caldwell as Board Secretary. Motion carried unanimously.**

**3. STATUS UPDATE ON 2018 WORKPLAN AND DISCUSSION OF 2018 ANNUAL REPORT:**

Dr. Nikia Clarke, Executive Director, World Trade Center San Diego, provided a status update on the 2018 Workplan which included 2018 Outcomes; Exports: MetroConnect and Metroconnect: by the numbers; FDI Attraction & Retention; Global Identity; Japan Trade Mission: by the numbers; 2018 Port Deliverables; 2018 Airport Deliverables; 2018 City Deliverables; and the 2019 Calendar of Events.

Chair Gleason requested that the Global Competitiveness Council meeting calendar be sent to all Board members. He also requested that the quarterly Board reports be sent directly to Board members.

**4. REVIEW AND ADOPT 2019 WORLD TRADE CENTER BUDGET AND WORKPLAN:**

Dr. Nikia Clarke, Executive Director, World Trade Center San Diego, presented the 2019 WTC San Diego Priorities and Work Plan to the Board.

**ACTION: Moved by Board Member Caldwell and seconded by Board Member Merrifield to approve staff's recommendation. Motion carried unanimously.**

**Board Comment:**

Chair Gleason announced that the 2019 WTC meetings will be held at the San Diego Unified Port District Offices and that the 2019 Board meetings be scheduled in May and November.

**Adjournment:** The meeting was adjourned at 2:20 p.m.

APPROVED BY A MOTION OF THE WORLD TRADE CENTER SAN DIEGO, INC. BOARD THIS \_\_\_\_<sup>h</sup> DAY OF \_\_\_\_\_, 2019.

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ROBERT H. GLEASON  
CHAIR  
WORLD TRADE CENTER SAN DIEGO, INC.  
BOARD OF DIRECTORS

ATTEST:

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TONY R. RUSSELL  
DIRECTOR, BOARD SERVICES/AUTHORITY CLERK