

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

**Minutes**

Wednesday, March 29, 2017

12:00 P.M.

San Diego Unified Port District

Board Room

3165 Pacific Highway

San Diego, California 92101

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**Call to Order:** Board Member Gleason called the special meeting of the Board of Directors of the World Trade Center San Diego, Inc. to order at 12:09 p.m., on Wednesday, March 29, 2017, in the Board Room of the San Diego Unified Port District, 3165 Pacific Highway, San Diego, CA 92101.

**Roll Call:**

Present: Board Members: Robert H. Gleason  
David Graham  
Marshall Merrifield

Absent: Board Members: None

**Public Comment:** None

**Reports and Action Items**

**1. APPROVAL OF MINUTES:**

RECOMMENDATION: Approve the Minutes of the November 14, 2016 Board meeting.

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

**2. APPROVAL OF 2017 WORK PLAN, BUDGET AND CURRENT STATUS REPORT**

Nikia Clarke, Executive Director, World Trade Center (WTC) San Diego, addressed the Board and presented the 2017 Work Plan and Budget. Ms. Clarke discussed the WTC Workstreams which included the Export Pipeline, FDI Attraction and Retention and Global Identity. Ms. Clarke also discussed the upcoming Mayoral Trade Missions.

Bella Heule, Vice President, Public Policy, San Diego Unified Port District, provided an update on the Port of San Diego launching a new brand as part of a comprehensive marketing strategy.

**ACTION: Moved by Board Member Merrifield and Seconded by Board Member Graham to approve the 2017 Work Plan and Budget. Motion carried unanimously.**

**3. FORM 700 COMPLIANCE DISCUSSION**

Dave Catalino, Deputy General Counsel, San Diego Unified Port District addressed the Board and discussed the current filing requirements of Statement of Economic Interests – Form 700. Mr. Catalino presented a recommendation to include World Trade Center employees,

**ACTION: Moved by Board Member Merrifield and Seconded by Board Member Gleason directing further discussions with staff. Motion carried unanimously.**

**4. APPROVAL OF PROPOSED DATE FOR WTC SAN DIEGO BOARD MEETING**

**ACTION: Moved by Board Member Gleason and Seconded by Board Member Merrifield approving September 21, 2017 at 9:00 AM for the next WTC San Diego Board Meeting. Motion carried unanimously.**

**5. FISCAL STRUCTURE OF WORLD TRADE CENTER SAN DIEGO, INC.**

The Board discussed establishing an ad hoc committee to provide recommendations of assigning cost responsibilities with relation to applicable activities, including related travel expenses

**ACTION: Moved by Board Member Gleason and Seconded by Board Member Merrifield establishing an ad hoc committee. Motion carried unanimously.**

**Adjournment:** The meeting was adjourned at 1:29 p.m.

APPROVED BY A MOTION OF THE WORLD TRADE CENTER SAN DIEGO, INC.  
BOARD THIS 28<sup>th</sup> DAY OF Sept., 2017.



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

ATTEST:



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Laura Nicholson  
Deputy District Clerk  
San Diego Unified Port District