

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

**Minutes**

Thursday, November 14, 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:** Chair Gleason called the special meeting of the Board of Directors of the World Trade Center San Diego, Inc. to order at 9:13 a.m., on Thursday, November 14, 2019, in the Port of San Diego's Don L. Nay Port Administration Boardroom, 3165 Pacific Hwy, San Diego, CA 92101.

**ROLL CALL:**

Present: Board Members: Erik Caldwell, Robert H. Gleason, and 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 September 28, 2017 and May 29, 2019 Board meeting.

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

**2. AMENDMENT OF BYLAWS OF THE WORLD TRADE CENTER SAN DIEGO, INC.**

**RECOMMENDATION:** Adopt a Resolution (a) establishing the principal offices for the transaction of business of the World Trade Center San Diego, Inc. and (b) amending the bylaws of the World Trade Center San Diego, Inc. to designate where official records shall be maintained.

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

**3. STATUS UPDATE ON 2019 WORKPLAN**

Dr. Nikia Clarke, Executive Director, World Trade Center San Diego, provided informational presentation which included: review of the World Trade Center San Diego mission, and the current outcomes of the three priority areas which are: Exports/MetroConnect Program, Foreign Direct Investment (FDI), and Global Identity.

**4. REPORT ON GERMANY TRADE MISSION**

Dr. Clarke and Board Members Caldwell and Merrifield provided highlights of the Germany Trade Mission to the cities of Frankfurt, Stuttgart and Munich.

**5. INFORMATIONAL ITEM: GLOBAL COMPETITIVENESS COUNCIL**

The Board received information regarding the 2019 quarterly Global Competitiveness Council meetings.

**6. UPDATE ON LICENSE HOLDER DELIVERABLES**

Dr. Clarke presented information highlighting the deliverables provided to each of the World Trade Center San Diego licensees (Port of San Diego, the Airport, and the City of San Diego) during 2019.

**7. DISCUSS 2019 ANNUAL REPORT**

The Board discussed the draft annual report and had no initial changes. Dr. Clarke requested that the Board send their comments to her by the end of November.

**8. REVIEW AND ADOPT 2020 WORKPLAN**

Dr. Clarke presented the proposed 2020 work plan highlights. The Board had no suggested changes to the work plan.

Dr. Clarke informed the Board that the development of the 2025 Go-Global Strategic plan will begin in 2020. Dr. Clarke added that she envisions that this would be part of the World Trade Center San Diego workplan and asked the Board how they would like to participate.

Chairman Gleason responded that he would like to participate as a Board, and in keeping with the Brown Act, he suggests the World Trade Center San Diego Board conduct a dedicated workshop for the 2025 Go-Global Strategic Plan.

**ACTION:** Moved by Board Member Merrifield seconded by Board Member Caldwell to adopt the 2020 Workplan. Motion carried unanimously.


**BOARD COMMENTS**

The Board discussed meeting dates for 2020 and would like to stick with holding meetings in May and November. The Board also asked Dr. Clarke to establish dates for the strategic plan workshop.

**Adjournment:** The meeting adjourned at 10:29 a.m.

APPROVED BY A MOTION OF THE WORLD TRADE CENTER SAN DIEGO, INC. BOARD

THIS 13<sup>TH</sup>, DAY OF MAY, 2020.



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

ATTEST:



DONNA MORALES  
DISTRICT CLERK  
SAN DIEGO UNIFIED PORT DISTRICT