

Minutes of the Meeting of the Board of Directors

Wednesday, May 24, 2017

Saint Theresa Catholic Church in Globin Hall
1041 Lyons Avenue, South Lake Tahoe, CA 96150

Opening prayer was led by Reverend Monsignor Wallace.

Lyn Barnett called the meeting to order at 5:33PM. Riley made a motion to approve the agenda. Motion was seconded by Alling and unanimously approved.

Alling performed roll call and determined that a quorum of the Board of Directors was in attendance. Board Members Present: Alling, Barnett, Camacho, Riley, Walker and Wallace.

Other members and guests present:

Dave Michael, Joe Michael and John Bacigalupi, Pacific Development Group

Doug Day, Day Builders, Inc.

Lynn Marie Barnett, General Member

Amorita Bustos, Lessee Member

Marlene Duran, Lessee Member

Linda Wahle, Lessee Member

Barnett opened the floor for public comment. Seeing that no members or guests appeared to comment on items not listed on the agenda, the Open Floor session was closed.

Dave Michael stated that Pacific Development (PDG) staff is continuing discussions with Day Builders to value engineer the Sierra Garden Apartments project due to costs coming in higher than anticipated. He related that PDG staff continues conference calls with the syndicator and lender as the underwriting process moves forward toward closing. He stated that the project is behind schedule for closing due to not having a final construction budget and obtaining HUD approval to move forward.

Dave Michael introduced Doug Day, President of Day Builders, Inc. Mr. Day gave an overview of his company and experience with affordable housing projects. Mr. Day stated that his company specializes in units being occupied during rehabilitation so as to reduce relocation costs. Dave Michael and Mr. Day, together with Joe Michael and John Bacigalupi, presented updates on Sierra Garden Apartments and answered questions posed by Board Members and members present in the audience.

Walker presented current financial statements and stated that there were no changes to the balance sheet and that the profit and loss statement showed we are doing quite well. Walker stated that, in producing the proposed budget for FY 2017-18, he looked at what was spent over the last twelve months and that the proposed new budget is within five percent of last year's.

Walker explained a proposal for the allocation of approximately \$216,000 of equity distribution from the sale of Sierra Garden Apartments (see attached). Barnett stated that he would like to develop an endowment program and policy in simple language utilizing the funds invested with Parasol, including deposits and withdrawals, the definition of what constitutes an emergency, purpose and management.

Interim Executive Director Kope went through the proposed FY 2017-18 Work Program with the Board Members. Barnett asked that changes be made to the draft as follows: "Hold 2018 Annual Meeting" and "Publish 2016 Form IRS 990."

A motion was made by Riley to approve the budget for FY 2017-18 as submitted and to adopt the 2017-18 Work Program with changes made by Barnett. This motion was seconded by Wallace and unanimously approved.

This portion of the regular Meeting of the Board of Directors was adjourned at 7:13PM in order to convene in Executive Session (per Article III.J.2(c) of the Bylaws) for the annual evaluation of the Interim Executive Director. Barnett asked all members and guests still present to exit the room.

The Executive Session of the Board of Directors Meeting was called to order at 7:14PM.

The Executive Session of the Board of Directors Meeting was adjourned at 7:34PM.

The open session of the Meeting of the Board of Directors reconvened at 7:34PM.

Interim Executive Director Kope presented a letter addressed to the Board describing goals met and accomplishments made during the past year. This letter proposed a change in the job title to that of Executive Director. Camacho made the motion to convert the Interim Executive Director job title to Executive Director. The motion was seconded by Alling and approved unanimously.

The date and time of the Annual Combined Meeting of the Membership and Board of Directors was scheduled for Thursday, June 8, 2017, at 6:00PM. This meeting will be held in Globin Hall at Saint Theresa Catholic Church.

Reverend Monsignor Wallace led the closing prayer.

The meeting was adjourned at 7:39PM.



Submitted by Cathy Kope
Executive Director