Saint Joseph Community Land Trust Minutes
Annual Meeting of the Membership and the Board of Directors
Saint Theresa Catholic Church, Globin Hall


2. Barnett called the meeting to Order

   Others members present: Kelly, Stimac, Conway, Hankins, Heffernan, Lambdin, Rosburg and
   guest Coni Khatoonian from IRM.

4. A Quorum was determined to be present, with the members in attendance and those
   represented by proxy (13 present and 19 by proxy).

5. Barnett opened the floor for public comment. Barnett introduced Coni Katoonian, as a
   representative from IRM sitting in as a guest at the meeting.

6. Board Office Reports:
   • President, Lyn Barnett
     Barnett announced a distribution from the Sierra Garden Apartments has been received
     by SJCLT for the first time in years in the amount of $13,719.
     There will be a budget discussion to take place later during the meeting and he’d like to
     see a continuation of a dinner similar to the 10 Year Anniversary Dinner done each year
     as an additional fund raiser. The dinner was well attended and everyone seemed to
     enjoy the event. We could ask the Knights of Columbus to help out again in effort to
     help keep the price low.
     A Financial training workshop held at the college was led by Nancy Hamilton from Wells
     Fargo. There was standing room only about 50 percent of the attendees were college
     students and 50 percent were members of the community.

     Francie has been working to schedule an identity theft workshop with the Douglas
     county sheriff’s department.

     Barnett has been working on a Wells Fargo grant application, and needs to work on a
     budget. The grant is not reflected in the budget he has put together for next year.

     Charlotte Rosburg is back working in the office part-time temporarily, to help with
     putting together this meeting together, to catch up on some filing and to work on
     getting our membership organized.
• Secretary, Francie Alling
We are putting together a fraud prevention and Identity Theft workshop with the Douglas County Sheriff's department to be located at the Senior Center in Zephyr Cove. We still need to secure the date on the senior center.

This next week she will be working with Charlotte to start the membership drive.

Flyers were available for distribution to save the date for the annual fundraiser 'Hike for Housing' done in partnership with Habitat for Humanity. This year the hike will start on a trail across from Our Lady of Tahoe Catholic Church. The hike will take place on September 21, 2013. From 9:00am – 1:00pm. There will be a raffle held with some great prizes including Giants ticket and photos. The participant who raises the most money is awarded a lovely boot award for a year (the boot is a vessel to a lovely dried flower arrangement).

• Treasurer, Mike Riley
The financial reports were reviewed and, income raised from different fundraising activities was discussed. The second collections from both Saint Theresa and Our Lady of Tahoe were quite successful.

7. Election of California Board Members
   a. Nomination: Lalo Munoz – Lessee Member - nominated by Lyn Barnett
      Lyn Barnett- General Member - nominated by Lalo Munoz
      Monsignor Wallace – Supporting Member - nominated by Mike Riley
   b. Candidates were unopposed and did not address the membership
   c. Election of Directors- all 3 candidates were voted in with 32 votes each (19 proxies).

8. Election of Board Officers and Chaplin
   President – Lyn Barnett- nominated by Msgr. Wallace
   Vice President – Lalo Munoz – nominated by Alling
   Secretary- Francie Alling- nominated by Barnett
   Treasurer Mike Riley – nominated by Barnett
   Chaplin- Monsignor Wallace – nominated by Barnett

9. Business Requiring Approval from the Membership
   a. Meeting Notices to Members/Bylaw Amendment
      Changes to Bylaws, Article II: Membership, E Membership Meetings, 1. Notice of Meetings (Change to electronic notification of meetings, or subscription for printed notification) Alling read the resolution on electronic notifications.
      Heffernan voiced concern about ability of all members to have email. Barnett said there were arrangements in place where the Sierra Garden Apartment residents receive delivery of meeting notification by hand to their doors.
      It was decided that resolution will have the following addition:
If there is a hardship the subscription fee will be waived by the President, as determined by the President.
A motion was made to approve the resolution with the additional hardship statement. Voted on and approved.

b. Meeting Notices to Members/Bylaw Amendment
Changes to Bylaws, Article II: Membership, E Membership Meetings, 2. Annual Meetings (Change date to between May 1 to June 30) Alling read the resolution to make it easier to schedule the Annual Meeting on the dates between May 1 to June 30.
A motion to pass the resolution was made and affirmed by all members.

c. Affirming Continuation of Current Membership Dues into Fiscal Year 2013-2014
Regular members – $25, Businesses - $100, Lessee members – free
Proposal not to change the membership fee
Open for discussion. Riley proposed to keep them the same. Discussion was made by Alling to create a category for Families. It was determined a $50 Family membership category, would be added, in which a dependent (18 or older) could vote as a member of the Saint Joseph Community Land Trust.

A proposal was made to keep the Monthly Ground Lease Fee where it is right now. And Approved by all members.

10. Other Business

a. Sierra Garden Apartments Update
- BMP – Rainwater collection system and native landscaping. Barnett stated that we are working with Nichols Engineers to come up with a Best Management Plan for the Sierra Garden Apartments. Previously contractors went out and took a look, and the bids were all over the place. Chris Stetler will draw up a design and then put we’ll put that out to bid. We want to make sure everything is installed in a way that saves the spring water and partner with the Lake Tahoe Unified School District to get water conservation credits.
The Process has now been bifurcated for the landscaping to take place first and the rain water irrigation to be a second phase. South Tahoe Public utility District has decided to sponsor our portion of the grant in a turf by back program. The acreage will be planted with natural landscaping and becomes more usable for community gardens. We have had to compete with all areas of the state, when a certain amount was supposed to be reserved for disadvantaged communities.
We are looking at 2014 to have landscaping plans and engineering. And will re-invite the school district to go for the rain water conversion. Sierra Gardens has one of the largest lawns in the whole STPUD service district, and Lynn Noland along with Daunelle Worst
are helping to get this done. The money should be released sometime in the fall. $30,000 will be mostly in technical surveys and engineering.

- A Sierra Garden Apartment Tenant asked about the need to repaint the interiors every couple of years and the inconvenience it causes. Barnett was asked to pass along a message to IRM, and see if there could be exceptions made for a tenant with health issues. IRM representative Coni Khatoonian went on to introduce herself and assure all that the new management team that she is bringing here has already worked for IRM for a year. The new manager Annette Luna and her husband Alfred are very versed in HUD and are very involved in the community.

- Barnett questioned a letter that went out to the Sierra Garden Apartment tenants stating that the landscaping was being let go back to nature. He went on to say the landscaping needs to be maintained in order to be able to sale it back as part of the Turf Buy Back, it cannot be sold back if it has gone back to nature.

- Khatoonian mentioned the boiler system has apparently been a problem and a lot of money has been spent making repairs. A lot of water is being run in order to get to the hot water. Patrick Conway recalled that the boilers had just been replaced when Saint Joseph Community Land Trust acquired the apartments, and they shouldn’t be having problems. He also mentioned that 2013 the affordability status could also possibly be expiring. Connie suggested that the managing partner and the Saint Joseph LLC should look into the boiler. Barnett suggested talking to David Michaels next week.

- Khatoonian’s update on the siding was that the issue was now in litigation. Barnett questioned the monies to complete wainscoting and asked Coni to get in touch with David Michaels.

There was mention by other members that there was a class action suit against a similar product called Certainty, but the status of Hardy Board was in question. Barnett said there are two problems with the siding (a concrete product), there is peeling and the discoloration of the paint. Some damage near the office may have been caused by too much salt.

Patrick Hankins had a couple of questions to ask about the Sierra Garden Apartments. His wife Diana advocates for the families of the Mental Health Community and while she was attending a NAMI conference there were some issues she wanted him mention. The landscaping is a real issue with a lot of the people. America and her husband Edder have been the best managers that the Sierra Garden community has ever had. The new managers when they come in should be aware of the community and the mental health people still need to be treated with respect.

Mr. Hankins stated that America and Edder do not get any help with the upkeep and landscaping. He hopes the new managers are as good or better.
• Khatoonian's response was that the team that is being brought up here currently oversees a senior community at Clear Lake, and that the manager is compassionate with mental health individuals. She is nurturing and caring for the residents. Khatoonian understands the residents' concerns.

• Barnett asked about the bicycle racks which were to have been installed, what should have been a 30 day job is still not done and it has been 18 months. Instead of continuing this long discussion we need to have an LLC meeting. Barnett asked Khatoonian to call and arrange a meeting with David Michaels for the coming week. The care of the apartments is a creating poor reflection on the Saint Joseph Land Trust.

• Khatoonian voiced that it was good that things are being brought to her attention. And going in it is good for the new managers to know what is wrong, because I can’t fix it if I don’t know there is something wrong.

• Khatoonian stated the lighting issue is currently being solved with solar lights being put up, because they are having a difficult time getting vendors to come out and the wiring to the lights is an underground problem.

b. Budget – for 2013-2014 (Barnett)
   The Board needs to complete a draft budget for the Grant and needs to meet sometime in the next 30 days to put that together.
   Need to look at building the budget around the fund accounts.
   Look into advertising to sponsor PSA joining the Land Trust and how Community Land Trust will help the community.

11. Look into scheduling a Board Meeting in June. Send out an email to find a date that board members are available. (Alling)


By [Signature]
Charlotte Rosburg

Date: 4/8/14