

**Saint Joseph Community Land Trust
Board Meeting Minutes
April 14, 2021**

Meeting called to order: 6:03 PM

Meeting adjourned: 7:24 PM

Board Members Present: Francie Alling, Lyn Barnett, MaryAnn Brand, Jessie Walker, and Allan Bisbee

Staff Present: Jean Diaz, Charlotte Rosburg, Diane Rodgers

Members: Jill Teakell

1. **Topic:** Roll Call of Board Members and Determination of Board and Membership Quorum

Discussion: Alling determined that a quorum was present.

2. **Topic:** Opening Prayer

Discussion: Alling led us in the opening prayer.

3. **Topic:** Call to Order and Approval of Agenda

Discussion: Barnett called the meeting to order.

4. **Topic:** Open Floor

Discussion: Barnett inquired if any members in attendance would like to speak. After hearing no response, he closed the floor.

5. **Topic:** Consent Calendar

Discussion: Alling noted that her membership report was not on the agenda; she stated that she sent an e-mail to one of the county commissioners and has not received a response. Diaz noted that he will locate a staff member, and she can go through the channels to see if we can receive a response. Barnett noted that the membership committee report is accepted as part of the consent calendar.

Barnett suggested that we add into next year's work program a survey for Sierra Garden residents to see if they would like to obtain a liaison for getting more members to join SJCLT.

Barnett suggested a raffle for on-time renewals, the prize being a two-night stay at one of the hotels in the Lake Tahoe Basin.

Barnett asked that a spelling correction be made on the meeting minutes for February 10 on item #10; the name is misspelled.

Action Taken: A motion was made to adopt the consent calendar with changes.

Moved by: Brand

Second: Alling

Ayes: All

Nays: None

6. **Topic:** COVID-19 Response/Possible Program Changes—MTH, Emergency Loan Program (Staff)

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Discussion: Rodgers gave an overview on suggested changes being made to the Motel to Homes program. Staff suggested the following.

Open the Motel to Home Program for individuals and childless households alongside families through December 31, 2021. Those who qualify will be asked to complete a budget sheet and counseled on their budget.

Extend funds to households or individuals at risk of losing their homes due to nonpayment. Payment will not exceed 20% of the rent, and qualified individuals will be asked to complete a budget sheet and financial counseling. This will be a one-time payment to those individuals and families.

Staff will maintain an inventory of acceptable, available apartments and homes.

Staff will work with local Lake Tahoe Basin agencies, schools, and social services to identify households meeting the program criteria.

Staff will selectively use social media platforms, local radio, and TV media. Continue to engage with the city council and chambers of commerce, updating them on our program. This will be done with a targeted approach, reaching out to the agencies in our community first before doing advertising, so we can address those who are in most need.

Rodgers also noted that staff is recommending temporary eligibility for the Emergency Fund Program for nonmembers. The funding for this shall come out of the \$4,000 CA CLT Network grant or other donations for this purpose. The remaining eligibility criteria will remain in place.

Barnett stated we need to correct the resolution number, set the expiration date to December 31, 2021, and alter the emergency loan wording to include "The funding for this shall come out of the \$4,000 CA CLT Network grant or other donations for this purpose."

Action Taken: Barnett made a motion to adopt.

Motion by: Brand

Second: Bisbee

Ayes: All

Nays: None

7. **Topic:** Sugar Pine Village—Saint Joseph Sugar Pine Village LLC Organization Matters

Discussion Part A: Diaz gave an update on the project, stating that we are moving ahead at a great pace. One of the ongoing discussions relates to the childcare facility and how to make it affordable for those working in the community. One of the suggestions is to reach out to the employers to help fund the childcare center, with SJCLT acting as a fiscal agent. Diaz noted that we need to approve the operating agreement that Marissa Fox prepared. This report is attached to the report packet.

Action Taken: Barnett asked if there was a motion to adopt the Operating Agreement in relation to the Saint Joseph LLC.

Motion by: Brand

Second by: Alling

Ayes: All

Nays: None

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Rosburg and Alling stated they would look for space for the next meeting. Barnett suggested that everyone email Diaz ideas for the meeting agenda.

11. **Topic:** Staff Board/Development Updates—Make a Standing Agenda

Discussion: Diaz noted it is a good idea to identify what staff and the board are doing for development. Barnett suggested that if there are any conferences that we can get credit for, staff should to send them to the board.

12. **Topic:** Board Member Updates and Comments

Discussion: Bisbee asked if the city still agrees to move the tree from Riverside. Diaz stated yes, that is still happening. Brand noted that the \$10,000 grant that was awarded from the Tahoe Women’s Community Fund will be allocated for Riverside. She asked if she might be able to do a press release to thank them for the grant. Diaz noted that he is continuing to look for a CPA, and the goal is to hire one soon; he has one proposal in and is waiting for a second one. Barnett stated that his planning firm was contacted by a buyer who wants to build low-income housing on the “Y.” His firm might potentially be hired to design and build those properties. Barnett stated that he and Diaz suggested that maybe there could be a role for SJCLT to be involved. He has yet to be contacted by the second party but would keep us updated.

13. **Topic:** Adjournment and Closing Prayer

Discussion: Barnett led us in closing prayer and ended the meeting.