

Saint Joseph Community Land Trust
Annual Meeting of the Board and Membership Minutes

May 17, 2023

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Meeting called to order: 5:36

Board Members Present: Lyn Barnett, Alan Bisbee, Francie Alling and Fr. Joseph Sebastian CMI. Via Zoom: Kristina Hill, Steve Yarrow, Michael Fronk,

Staff Present: Jean Diaz, Charlotte Rosburg, Jim Meiers

Members Present: John Dalton, Jill Teakill, Lynn Marie Barnett, Paula Lambdin, Larry Lambdin

1. **Topic:** Opening Prayer led by Barnett
2. **Topic:** Call to Order/Approval of Agenda
Action Taken: Motion was made to approve the agenda.
Moved by: Alling **Seconded by:** Bisbee **Approved:** Unanimously
3. **Topic:** Roll call of Board Members and Determination of Board and Membership Quorums
Discussion: Alling confirmed quorums present.
4. **Topic:** Open floor (*members and guests may comment on any item not listed on the agenda*)
Discussion: Hearing no comments Barnett closed the floor.
5. **Topic:** Approval of the 3/23/23 Minutes.
Action Taken: Motion was made to approve the minutes.
Moved by: Alling **Seconded by:** Bisbee **Approved:** Unanimously
6. **Topic:** Annual President's Address
Discussion: Barnett presented details about Saint Joseph Community Land Trust (SJCLT), beginning with its founding on December 2, 2002. He went onto share accomplishments over the past 20 years and shared some of the recent financial setbacks involving building and construction costs going over budget and the need to avoid this in the future.
7. **Topic:** Financial Report
 - a. Fiscal Year 2022/23 Summary
 - b. Adoption of Fiscal Year 2023/2024 Budget**Discussion:** Yarrow reported on the toll the Riverside project has taken on the organization, but indicated we still had enough money to continue to do good work. Current assets decreased by \$320,000 but have now shifted to current hard assets. On the next year's budget Yarrow indicated that these are solid numbers - the budget is a hold the line budget.
Action Taken: Motion to adopt the budget, and aim for a mid-year check in.
Moved by: Fronk **Seconded by:** Alling **Approved:** Unanimously
8. **Topic:** Status of Projects
 - a. Riverside Avenue Ownership Project
 - b. Sugar Pine Village (SPV) Workforce Rental Project

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Discussion: Diaz discussed our looking for a buyer for the 3-bedroom Riverside Project home. SPV phase one is moving forward. Diaz indicated that we are now working on fundraising and grants for the community hub.

9. **Topic:** Allocation of donations over \$250.00

Discussion: There were no donations over \$250.00 to allocate.

10. **Topic:** Amended Programs Plan/ Change of Loan Programs to Grant Programs

Discussion: Barnett asked that the changes to the Programs Plan to the Grants plan be approved.

Action Taken: A motion was made to amend the Programs Plan to accept the changes to the Loan program converting it to a Grants Program.

Moved by: Bisbee **Seconded by:** Hill **Approved:** Unanimously

11. **Topic:** Amendments to Bylaws

a. Change of Principal Office

Discussion: Barnett explained how the principal office of the corporation is now listed in the bylaws as being on Lyons Avenue. SJCLT has moved our main office to Dorla Court, but we have decided to keep a secondary office on Lyons Avenue for California business. Barnett read the new changes to be made to the bylaws: *The principal office of the corporation. The principal office for transaction of affairs of this corporation is located at 312 Dorla Court, Suite 205, Zephyr Cove, Nevada, with a mailing address of Post Office Box 12032, Zephyr Cove, NV 89448. A separate office which may serve as the primary business office for certain California business matters is maintained at 1041 Lyons Avenue, South Lake Tahoe, California, 96150. The board of directors may change the location of the principal office and amend this section for that purpose.*

Action Taken: A motion to approval of the address changes to the bylaws was made. And included a vote from the board and membership was held.

Moved by: John **Seconded by:** Hill **Approved:** Unanimously

b. Discussion regarding other streamlining changes

Barnett continued the discussion expressing the need for updating and streamlining our bylaws. He suggested that our renters living in SJCLT housing be given lessee standing. And asked that all board members look at the bylaw generally to see if there are other ways that we can streamline procedures.

12. **Topic:** Election of 3 CA Board Members

a. Nominations:

I. Francie Alling nominated Lyn Barnett as the CA Lessee Member

II. Lyn Barnett nominated John Dalton as the CA General Member

III. Kristina Hill nominated Michael Fronk as the CA Supporting Member

b. Candidates Forum— Candidates may address the Membership concerning their candidacy.

Each candidate expressed their desire to serve on the SJCLT Board to improve our local need for affordable quality housing.

c. Election of Directors—A separate vote is taken for each representative, and the nominee with the most votes (including proxy votes) is declared by the Secretary.

Action Taken: Election was conducted:

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CA Lessee Member - Lyn Barnett, vote – Unanimous (all present, ballots and proxies)
CA General Member - John Dalton, vote – Unanimous (all present, ballots and proxies)
Supporting Member – Michael Fronk, vote – Unanimous (all present, ballots and proxies)
Barnett indicated that during our next meeting that we will select the board officers.

13. **Topic:** Business Requiring Approval from the Membership

- a. Affirming Continuation of Current Membership Dues for FY 2023/2024
 - i. Individual (General & Supporting Members): \$25.00
 - ii. Family (Covers all persons in household over 18 years of age): \$50.00
 - iii. Business/Non-Profit Members: \$100.00
 - iv. SJCLT Resident/Lessee Members (Waived for residents of SGA & residents on SJCLT ground leases): \$0.00

Action Taken: A vote was taken affirming the continuation of the Current Membership dues for FY 2023/2024
Vote: Unanimous (all present, ballots and proxies)

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

- a. Creation of Endowment Fund
Barnett stated that Patrick Conway has been helping him in the formation of this endowment fund.
- b. Others Douglas County
Diaz indicated that SJCLT was not eligible to apply for a funding source that Alling found in Douglas County.

15. **Topic:** Determine dates for subsequent 2023/24 Board Meetings (installation of Board and Officers, appointment of Chaplain, appointment of committee members at next Board meeting)

16. **Topic:** Determine date and location of 2023/24 Board retreat.

- a. Date in July at Parasol Community Foundation offices
Barnett suggested sending out a Doodle poll to find a date for the retreat.

17. **Topic:** Adjournment and Closing Prayer. Fr. Joseph Sebastian said the meeting closing prayer.