

**Saint Joseph Community Land Trust**  
**Board Meeting Minutes**  
**October 13, 2021**

**Meeting called to order: 5:33 p.m.**

**Meeting adjourned: 7:04 p.m.**

**Board members present: Francie Alling, Lyn Barnett, MaryAnne Brand, Michael Fronk, Kristina Hill, Jessie Walker, Allan Bisbee, and Steve Yarrow**

**Staff present: Jean Diaz, Jim Meiers, and Charlotte Rosburg**

1. **Topic:** Opening Prayer

**Discussion:** Francie Alling led an opening prayer to begin the meeting.

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

**Discussion:** Jean recommended adding an agenda item for an update on Sierra Garden Apartments.

**Action Taken:** **Motion to add a discussion on Sierra Garden Apartments to the agenda as item 11.**

Moved by MaryAnne Brand,                          Seconded by Francie Alling

Ayes: All

Nays: None

**Discussion:** Barnett called the meeting to order.

3. **Topic:** Roll Call of Board Members and Determination of Board and Membership Quorums

**Discussion:** Alling determined that a quorum was present

4. **Topic:** Open Floor

**Discussion:** Barnett inquired if any of the members in attendance would like to speak. Nobody wished to speak and Barnett closed the floor.

5. **Topic:** Approval of minutes from the June 9, 2021 board meeting

**Discussion:** The board was asked Barnett if there were any changes for the minutes.

**Action Taken:** **Motion was made to approve the minutes.**

Moved by Bisbee,                          Seconded by Walker

Ayes: All

Nays: None

6. **Topic:** Consent Calendar

**Discussion:** Brand indicated that the only difference on the income were the two grants, but that everything is fine. The expenses are higher because of the move and Jim Meier's salary and the new bookkeeping services. There was a Motel to Housing donation from the Soroptimist club. Barnett complimented Brand on all the work she has done as the treasurer for SJCLT.

**Action Taken:** **Motion to approve the Consent Calendar was made.**

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Moved by Alling                      Seconded by Bisbee  
Ayes: All  
Nays: None

7. **Topic:** Resolution of Thanks – Cecelia Bachelder

**Discussion:** Barnett read the resolution for Cecelia Bachelder.

**Action Taken:** Motion to approve the the resolution with a typo to be corrected was made.

Moved by Brand,                      Seconded by Alling  
Ayes: All  
Nays: None

8. **Topic:** Annual Ballot Results

Diaz discussed the unusual year in which we had COVID-19 and the Caldor Fire and how the voting results were done electronically this year. We received enough ballots to constitute a quorum for the results. Alling will certify the ballots and at the next Board meeting we will elect officers.

a. Election of Board Members

Filling a Nevada Board vacated position – Nevada Michael Fronk

For California Board positions

California Lessee Member - Lyn Barnett

California General Member - Christina Hill

California Supporting Member – Steve Yarrow

b. Annual Dues Structure

The membership voted for the dues structure to remain the same.

9. **Topic:** Sugar Pine Village Status

**Discussion:** Barnett reported on Sugar Pine Village land of about 11 acres 248 all low-income rentals. We got approval, environmental reviews and are working with Cal-Fire to get a timber conversion certificate and a timber harvest permit. The timber harvest requires an environmental review. We are working on securing financing for the project. Diaz indicated that Related California was doing the major work as far as the financial funding. He shared that Barnetts knowledge with TRPA has been very valuable. A subsidiary organization St. Joseph Sugar Pine Village with new board members has been created for the project with Lyn Barnett, Carolyn Meiers, and Jill Teakell representing SJCLT on the board.

10. **Topic:** Riverside project Status

**Discussion:** Barnett stated that the City of South Lake Tahoe has approved our plans. The sprinkler plans still need to be approved. There are payment fees due and we need the board to authorized the use of \$59,000.00 to pay these

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fees. We will continue to work on ways to reduce these fees but TRPA did wave the application fees for low-income housing. The excess coverage mitigation fee is one that we are thinking may be refunded.

**Action Taken: Motion to Authorize the Executive Director to pay up to \$59,000 for the remaining fees due to the City of South Lake Tahoe related to obtaining building permits for the Riverside Avenue Project and direct the President and Executive Director to continue to identify ways to reduce the fees or seek reimbursement of any allowable fees.**

Moved by Brand,    Seconded by Bisbee  
Ayes: All  
Nays: None

Difficulty in getting information from the contractor has led to us seeking out other bids. These houses are going to be built at pretty much 120% AMI. Then next step will be a Riverside marketing package that Diaz is working on.

11. **Topic:** Sierra Garden Apartment update

**Discussion:** Jim Meiers reported on the Sierra Gardent Apartments discussing staffing shortages, and irrigation and landscape repairs. A hazard tree that is leaning over the fence that from the High School Property has been discussed with them. During the Caldor Fire 20 households with 30 children were helped with emergency funds from SJCLT. The gaslines being installed by Arizona Pipeline should be finished at the end of the month. Diaz and Barnett discussed using the social hall to provide the tenants with some basic computer skills trainings.

12. **Topic:** Spaggett Dinner Scheduling

**Discussion:** The Membership Committee met and November 18<sup>th</sup> has been reserved to use Grace Hall, the Knight's are available to prepare the meal.

13. **Topic:** Schedule November Special Meeting to seat new Board Members and Appoint Officers

**Discussion:** Diaz discussed scheduling a special meeting for November with a simple agenda of seating the new board members and appointing officers. The meeting was scheduled for November 10<sup>th</sup> at the SJCLT Dorla Court office with the option to Zoom as well. Potential changes for the officers include Bisbee as potential Vice President, and Yarrow for the Treasurer position.

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

**Discussion:** Bisbee commented on the nice fundraising video that Meiers had done. Everyone thanked both Brand and Walker for their years of service on the board

**Adjournment and Closing Prayer**