

**Saint Joseph Community Land Trust
Board Meeting Minutes
August 22, 2022**

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Meeting called to order: 5:30 PM

Meeting adjourned: 6:40 PM

Board Members Present: Francie Alling, Lyn Barnett, Allan Bisbee, Michael Fronk, Steve Yarrow,

Board Member Absent: Kristina Hill

Staff Present: Jean Diaz, Jim Meiers, Charlotte Rosburg

Members: John Davis, Paula Lambdin, **Guest:** John Dalton

1. **Topic:** Opening Prayer

Discussion: Father Joseph Sebastian led our opening prayer.

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

Action Taken: Barnett called the meeting to order and asked for a motion to approve the agenda, and said motion was made.

Moved by: Alling

Second: Bisbee

Ayes: All

Nays: None

Absent: Hill

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

Discussion: Alling determined that a quorum was present, with just one board member absent: Kristina Hill.

4. **Topic:** Open Floor

Discussion: Barnett inquired if any members in attendance would like to speak. No members requested to speak.

5. **Topic:** Approval of the Minutes

Discussion: Barnett asked for a motion to approve the minutes from April.

Action Taken: A motion was made to approve the minutes.

Moved by: Bisbee

Second: Fronk

Ayes: All

Nays: None

Absent: Hill

6. **Topic:** Annual President's Address

Discussion: Barnett shared that of the last twenty years this last year had been the most exciting with Covid restrictions, virtual meetings, and the Caldor fire evacuations. He told of the progress on the

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Riverside Project homes and the expected groundbreaking in the next couple of months for the Sugar Pine Village project. He expressed disappointment that SJCLT's proposal for the Katari Village was not selected by the city because we did not have the one million dollars appraised value of the land cost. Barnett was please with the media coverage that SJCLT has received and shared that Jean had been on a panel for the American Planners Association and spoken to the California Community Land Trust. Diaz interjected that both he and John Davis (member in attendance) would be doing a panel discussion at the Nevada Housing Coalition conference in October in Reno. Barnett went on to share that SJCLT will celebrate 20 years in December, and he wanted to have some sort of celebration. He shared the many grants we have received including those from CCHD, American Century Golf Tournament, Parasol Foundation, Tahoe Women's Community Fund and the Soroptimist South Lake Tahoe.

7. Topic: Resolution of Appreciation for Father Mauricio

Discussion: Barnett shared that we would miss Father Mauricio and went ahead and read the resolution into the record.

Action Taken: A motion was made to adopt the resolution.

Moved by: Yarrow

Second: Bisbee

Ayes: All

Nays: None

Absent: Hill

8. Topic: Financial Report

Discussion: a. Fiscal Year 2021/22 Summary - Yarrow went over the financial report and stated that our financial statements are the sign of a dynamic growing business. SJCLT has a developer fee coming up soon for the first phase of the Sugar Pine Village Project (SPV) in the amount of \$110,000.00. There is money we are waiting on from Sierra Garden Apartments (SGA) that will come once Hunt renegotiates the loan. The Riverside project is looking great! Diaz stated that the last year was challenging as many funds were shifted to Covid and Caldor Fire. The CCHD fund has granted our request for \$45,000 and Diaz is working with the El Dorado Foundation to secure matching funding. **b. 2022 to 2023 budget** - Yarrow went over the budget explaining that along with an increase in projected revenues the board had talked about some of the salary expenses and donations and from what he has seen, he believes our donations will be stronger this year. The budget went from \$202,000.00 to \$228,000.00 and though it may seem large it is a small operation budget for work that is being done between Riverside, SPV and SGA. Barnett asked for a motion to accept the financials.

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

Moved by: Bisbee

Second: Alling

Ayes: All

Nays: None

Absent: Hill

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9. **Topic:** Status of Projects

Discussion: Diaz discussed the Riverside project saying those houses are well underway. Overall, this project is going to cost SJCLT a lot more money than we thought. These are three new moderate-income homes that SJCLT will add to our portfolio. With Katari Village SJCLT was going to use modular built housing and I think that is what we are looking at in the future to reduce costs. With SPV we hope to close on the financing for phase 1 this week. Diaz explained that with the Katari Village, that although it didn't work out, he thought that by going through the proposal process made clear that we were excited and willing to step up. Jim Meiers reported on the SGA's saying that they were now fully staffed and that corrections needed for the repaving, resurfacing of the parking lot and driveways had been done and that all requirements of removing potentially combustible trees/limbs and ladder fuels had been completed. Alling questioned replacement of landscaping that had died and was informed that Aspen Hollow was coming to replace the trees that had been lost. The easement with Southwest Gas has been resolved and the SGA now has a good, updated gas supply. Meiers also made mention of the upcoming Fraud and Identity Theft Protection and Prevention workshop that will be held at the library 5-7 p.m. on September 27th and anyone interested could visit the website to register.

10. **Topic:** Allocation of Donations above \$250.00 in accordance with adopted policy

Discussion: Diaz recommended the allocation of the \$2,000.00 Sorooptimist donation be made with 5% going to the general fund and \$1900.00 to the General Housing Fund.

Action Taken: A motion was made to allocate the \$2000.00 donation, with \$100.00 going to the General Fund and \$1,900.00 going toward the General Housing Fund.

Moved by: Bisbee

Second: Alling

Ayes: All

Nays: None

Absent: Hill

11. **Topic:** Election of 3 NV Board Members

Discussion: a. Nominations - Alling shared the three Nevada Board positions open for election. The Nevada Lessee Board Member with the incumbent being herself (Francie Alling), the Nevada General Board Member with the incumbent being Kristina Hill, and the Nevada Supporting Board Member with the incumbent being Allan Bisbee. Barnett asked if there was anyone who would like to throw their name into the hat? With no response, he went onto ask Alling and Bisbee if there was anything they would like to say for themselves. **b. Candidate Forum** - Bisbee expressed his excitement for the future and shared that our staff had done a fantastic job in supporting and building housing for the community and helping people in need. Alling shared that she has seen the need for housing in our community for so many years, and that she would really enjoy remaining on the board and is honored to be a board member. She also expressed to all our staff that they have done such an amazing job. **c. Election of Directors** -Reviewing the paper ballots in hand, our secretary, Alling indicated that we had ballots from

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everyone in attendance. Of the 59 members that could vote we have 15 ballots, and it appears everyone voted for the incumbents. Barnett congratulated the incumbents, and stated our election was finished!

12. Topic: Business Requiring Approval from the Membership

- a. Affirming Continuation of Current Membership Dues for FY 2022/2023
 - 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

Discussion: Barnett reviewed the recommended continuations of the current dues categories and asked for a motion to affirm these dues. Alling reviewed the ballots and stated that everyone had said yes to the continuation of the dues as recommended. Barnett asked if there is anyone who hasn't voted for to speak up now and if not, then the current membership dues have been confirmed and will continue into this fiscal year.

13. Topic: Board Member – Updates and Comments

Discussion: Bisbee commended our ability to help the 22 residents at SGA during the Caldor fire saying he thought it was a tremendous effort and a positive thing for the community. Alling shared her excitement at seeing the Riverside home where things are going up, and she's thrilled that SPV is occurring. It is quite an accomplishment for SJCLT and something that is wonderful that really needs to happen for South Lake Tahoe. Barnett also shared his thoughts on SJCLT having an outstanding board and staff. Fronk communicated that there is a lot of development going up on the North Shore and that the housing needs there are just as great. He shared how it is great to be a part of this community and a part of SJCLT an organization that continues to look forward to the future in making housing available to everybody here. Alling expressed our pleasure in having Fronk on the board and asked him to be sure to let us know if there is anything he knows of that we should be doing there in the North Shore, and to let our staff and board members know if we can help in anyway.

14. Topic: Establish Determine dates for subsequent 2022/23 Board Meetings (installation of Board and Officers, appointment of Chaplain, appointment of committee members at next Board meeting)

Discussion: Diaz indicated the need to go back to a bimonthly BOD meeting schedule. He recommended keeping with the third Wednesday we've been using to have time to complete the financials, and bimonthly, but from time to time we may need to schedule a special meeting just to get board approval for certain things. Barnett suggested scheduling the meetings on the third Wednesday of odd numbered months, with Special Board Meetings as we need them. The Spaghetti Dinner will be the Thursday before Thanksgiving, November 17th at STC Grace Hall. The hybrid meetings will continue to try to get more participation. Diaz gave a shout out to ADVANCE, they volunteered to pick up half of the cost for

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us to obtain the OWL conference system to help with having our hybrid meetings. Barnett asked for a motion on the dates for the board meeting throughout the next fiscal year, the annual meeting in May, the Spaghetti Dinner in November, and an agreement that we are going to have a board retreat sometime in October based on the results of the Doodle poll.

Action Taken: A motion was made to approve the Board Meeting dates, Annual Meeting in May, Spaghetti Dinner Date, and an upcoming retreat in October.

Moved by: Alling

Second: Bisbee

Ayes: All

Nays: None

Absent: Hill

15. **Topic:** Determine date and location of 2022/23 Board retreat.

Discussion: Barnett recommended that we have a board retreat and hopes that all board members can attend. He would like the retreat to be held on the North Shore. Barnett stated that with everything that we have going on down here, that it is time for us to really start paying attention to North Shore. He suggested a board retreat sometime in October and to make the central theme of this retreat a North Shore initiative. Barnett also put forth his desire to have a celebration of our 20 years, sometime during our anniversary year. He believes this would be a good opportunity to grow our membership and to really celebrate where we are at as an organization and all the good things that we have done. Diaz indicated that we would send out a doodle poll and find a date that works best for a retreat in October.

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

Discussion: Fr. Joseph led our closing prayer at the end of the meeting.