



To support more housing choices, by generating and leveraging financial resources, working in partnership with the public, private, and non-profit sectors throughout Ventura County.

---

**Board of Directors Meeting Minutes**  
**Wednesday, May 23, 2018**  
**Conference Room @ Ventura Investment Building,**  
**1601 Carmen Ave, 2nd floor conference room, Camarillo, CA 93010**

**1. WELCOME & INTRODUCTIONS**

The meeting was called to order at 12:06 with a quorum of directors present.

Board members present: Nick Birck, Marni Brook, Dawn Dyer, Sal Gonzalez, Mary Ann Krause, Tracy McAulay, Sean Morreale, Lynn Oshita, Alex Russell

Board Members Absent: Stephen Boggs, Jennie Buckingham, David Moe, Mark Pettit, Greg Regier, Cynthia Sabatini, Donna Sepulveda-Weber, Ralph Velarde

Staff Present: Linda Braunschweiger, Karen Fraser

Guests Present: Darlene Gonzalez

Public Comment: none

2. **CONSENT** – Minutes of the April 25, 2018 Board meeting was distributed and reviewed. One revision was noted in item 5.C.1), the correct name of the award is “women business owner of the year”. Sal moved to **accept the minutes as presented**; Sean seconded. Motion carried with unanimous vote and Lynn abstaining.

**3. GENERAL BUSINESS**

- A. Financial Report (Marni) – Financial report as of April 30, 2018 was presented and discussed. Monthly source of revenue was from BOD dues, program interest income with some Oakwood Court principal payment. Expenses included funding of the second dispersal of the Habitat for Humanity with loan loss reserve adjusted appropriately. **Board asked to provide detail of expected 2018 city investment income.** Mary Ann moved to **accept the financial statements as of 4/30/18 as presented.** Dawn seconded. Approved unanimously.
- 1) Tracy moved to **have the 2018 Officers Alex Russell, Marni Brook, Nicholas Birck, Jennie Buckingham, Stephen Boggs, and CEO Linda Braunschweiger as signers on the Montecito Bank & Trust Line of Credit.** Sal seconded. Approved unanimously.
- B. Executive Committee Report (Alex) – The Committee met last week and items on this agenda were discussed.
- C. CEO Report (Linda)
- 1) Branding Project – **Linda will send email to all Directors with links to potential consultants that can help us with branding.** BOD to review each at logo aesthetics and client list for insight.
- 2) CDFI Certification Update – CDFI staff says everything looks good and should receive letter at any point now. VCCDC is the only CDI headquartered in the Ventura County, but concentrating on single-family. Suggested doing a soft launch at our July event, with a formal launch and press release after. With regard to our CDFI designation, the BOD will need to discuss: Who will care? Who is our target? What we are going to do with the CDFI designation? What do people need? What to tell the press? Suggestion was made to convene a stake-holders meeting. Provide a list of 5 items that we could do with CDFi funds. BOD also discussed using the Community Impact Notes as a match for potential State Bond to be voted on in November. Will need to



To support more housing choices, by generating and leveraging financial resources, working in partnership with the public, private, and non-profit sectors throughout Ventura County.

---

discuss further in underwriting committee. Linda noted there is a potential for a Weingart grant to help fund capacity building.

- 3) City Investment Update: Linda met with the City of Ojai budget committee last night. They are considering pulling \$50K for VCHTF from a housing fund. VCHTF to help leverage these funds for a potential, yet small, affordable housing project.
- 4) EQ2/Investment: Manufactures Bank is evaluating our request. City National Bank sent a request for a meeting. Linda to follow-up.
- 5) Potential New Board and Committee Members: We have had interest in a BOD position from both Cabrillo EDC and People Self-help Housing. Many granting Foundations are looking at Board diversity (gender, ethnic, population served) as a factor in consideration. Would prefer someone with a strong background working with homeless in Ventura County. We currently have two spots open, but saving one for a City. BOD to play a larger role in recruiting potential members and committee members. **Need to form a nominating committee** that is separate from the Executive Committee and Director. Dawn, Sean, Sal volunteered to sit on the nominating committee. Clyde Reynolds (homeless advocate) is available and willing to serve on a committee, just not on the BOD. **Karen to send Bylaws to Nominating Committee.**

**D. Topics for Discussion** (Alex/Linda)

- 1) CLU Study – Dawn postponed her meeting with CLU. Their proposal addressed the projected job growth in each sector and the correlating housing needs to support it. This concept started almost 25 years ago with VCEDA talking to employers about what their needs were. Housing was high on most lists. This original study spun out HOME and VCHTF among others. EDCVC may be a potential partner in the study and/or a funding source. Marni and Linda met with Bruce Stenslie at EDCVC regarding their participation in the CLU Study. The response to have some sort of role was very positive. Need to avoid just another study in a binder on a shelf. **Marni to follow-up with Bruce regarding specifics.** GoBiz tax credit will increase the labor force due to Ventura County businesses being awarded the tax credit. Strong connection to housing -- where are these new employees going to live. Possible opportunity to use the tax credit application data to speak to cities and employers. Tax credit information can be readily obtained.
- 2) Community Land Trust (Mary Ann) – Discussion was postponed for a future meeting.
- 3) Housing Bond Campaign (Alex/Linda) – The Board discussed whether VCHTF should officially endorse the Veterans and Affordable Housing Bond Act (SB 3) on the November ballot. **Municipal representatives are asked to check back with their employer as to if there is a conflict.**

- E. Event Committee (Tracy/Karen) – An update was provided for the July 25th event including a review of sponsorships received, social media, press and email campaign, and need for BOD help and outreach for additional sponsorships, ticket sales, gift card donations for FUNdraising game, live auction items, and donated wine to pour. **Karen to resend out pertinent information. Linda to reach out to Elena Brokaw regarding auctioneer services. BOD to follow-up and assist.**

4. **ADJOURNMENT** – The meeting was adjourned at 1:43

**Board Meeting Schedule: 4th Wednesday of every month 12 Noon to 1:30 PM**  
**Remaining BOD 2018 Meeting Dates: June 27, July 25 (need to reschedule), Aug. Dark,**  
**Sept. 26, Oct. 24, Nov. 28, Dec. Dark**