



Ventura County Housing Trust Fund

Board of Directors Annual Meeting Agenda and Minutes

Wednesday, January 30, 2019

11:30 am – 2:00 pm (Lunch Provided)

Camarillo Library, 4101 Los Posas Road, Camarillo

Executive Committee

Chairperson

Alex Russell
Many Mansions

Vice Chair

Jennie Buckingham
City of San Buenaventura

Treasurer

Marni Brook
Women's Economic Ventures

Secretary

Nicholas Birck
*Housing Authority of the
City of San Buenaventura*

Past Chairperson

Stephen Boggs
The Boggs Group, LLC

Chair Emeritus

Dawn Dyer
Dyer Sheehan Group, Inc.

Advisor

Mary Ann Krause, AICP
Urban Planner

Board Members

Sal Gonzalez
*Retired, City of Oxnard
Housing Director*

Tracy McAulay
County of Ventura, CEO Office

David Moe
City of Camarillo

Sean Morreale
Pacific Western Bank

Lynn Oshita
City of Thousand Oaks

Mark Pettit
Lauterbach & Associates Architects

Greg Regier, Esq.
Jackson Tidus, A Law Corporation

Cynthia Sabitini
City of Simi Valley

Donna Sepulveda-Weber
Stewart Title of California

Ralph Velarde
*Ventura County Office
of Education*

Chief Executive Officer:

Linda Braunschweiger

1. **Welcome & Introductions: Alex**
2. **Public Comment** (items not appearing on the agenda.) Members of the public are invited to address their questions, concerns and comments to the Board on items which are within the purview of the Board. Please be reminded: a) to address the Board at the time designated for public comments; and b) to limit comments to (3) minutes in length.
3. **Consent Items:** Minutes of November Board Meeting
Nicholas Birck moved; Sean Morreale seconded
Approved unanimously
4. **General Business:**
 - a. 2018 Year-End Financials Review and Approval – **Motion – Marni**

Marni Brooks noted the figures needed an improvement whereby the earned income ratio needs to account for more than just interest. All income should be reflected in numerator for correct ratio indicator.
Steve Boggs moved approval; Mary Ann Krause seconded
Approved unanimously
 - b. Approve 2019 Budget – **Motion - Marni**

Marni Brook noted that Grant Income includes CDFI TA Grant as an assumed income item

Dawn commented re: Prop 1 matching funds that the Trust Fund board will be setting more aggressive fundraising goals than this conservative budget presents
Mary Ann Krause moved approval; Nicholas Birck seconded
Approved Unanimously
 - c. Approve \$500,000 LOC from City National Bank and signers – **Alex**
Motion: Move that the VCHTF Board of Directors authorizes the borrowing of \$500,000 through a LOC from City National Bank to be deposited in the **Revolving Loan Fund** for the purpose of lending to affordable housing developers. Signers on the account will be Jennie Buckingham-Board Chair, Alex Russell -Vice Chair, and Linda Braunschweiger, CEO.
Marni Brook moved approval; Sal Gonzalez seconded
Approved Unanimously

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5. Installation 2019 Board of Directors

- a. Nominate 2019 Executive Committee – **Motion – Alex**

Stephen Boggs moved for approval of the Executive Committee slate of nominees; Tracy McAulay seconded

Unanimously approved

- b. Nominate 2019 Board of Directors – **Motion- Alex**

Mary Ann Krause moved approval of Directors slate; Marni Brook seconded

Unanimously Approved

- c. Introduction of New Directors – **Alex**

- d. Thank departing Board members – **Linda**

6. Announcements

- a. Board Retreat – February 27, noon – 4:00 pm, location to be determined

- b. Annual Fundraising Event – May 30, 2019 @ Maravilla Gardens, Camarillo

7. Adjournment BOD Meeting

Annual Meeting

1. 2018 Annual Report – 2018 Board Chair Alex

2. 2019 Business Plans – Linda

3. Mini Break-Out Groups:

- a. Prop 1 \$10m match – Where’s the money! (**Facilitator: Dawn, Scribe: Donna**)

- b. Development of a Community Land Trust (**Facilitator: Mary Ann, Scribe: Linda**)

- c. Lending – What type of loan product are needed? Is our loan process working? (**Facilitator: Alex & Steve, Scribe: Nick**)

4. Wrap up – 2019 Board Chair Jennie

Board Meeting Schedule: 4th Wednesday of every month 12 Noon to 1:30 PM

BOD 2018 Meeting Dates: Feb. 27 (Board Retreat noon – 4:00 pm), March 27, April 24, May 22, June 26, July 24, Aug. Dark, Sept. 25, Oct. 23, Nov. 21, Dec. Dark