



General Board Meeting

Community Foundation Meeting Room

204 S. Oak St., Ukiah, CA

Video Conferencing Sites: 416 N Franklin St, Fort Bragg, CA 95437

Thursday, June 13, 2019 2:00 – 4:00pm

MINUTES

For information, or if you need disability modification or accommodation in order to participate in this meeting, please contact EDFC office 48 hours before the meeting at 707-234-5705.

1. **Call to Order** 2:06 *Action*

2. **Roll Call of Board Members** *Action*
 - Jesse Burnett II; absent
 - Michael Derry; absent
 - Patty Bruder; present
 - Minerva Flores; absent
 - John Goldsmith; present
 - Aaron Obenyah; absent
 - Sattie Clark; absent
 - Barbara Fishelson; present
 - Teri Ullrich; present
 - John Haschak; present
 - Madge Strong; present
 - Barbara Burkey; absent
 - Scott Perkins; present
 - Patty Bruder; present
 - Robert Hartline; present
 - Shannon Riley; present
 - Ted Williams; present

3. **Changes/Modifications to Agenda** *Action*

Under Goldsmith's direction, Items 10, 11, and 12 (voting actions) were moved to 6.5, and Item 9 was moved to 6.7. Additional DPO Committee members will be chosen for Item 11.5.



4. Introductions

None

5. Public Comments/Correspondence/Public Expression

None

6. Consent:

Action

All consent items are acted upon by a single vote with no discussion, unless pulled from Consent and placed on the agenda as a regular item.

Approval of April 11th, 2019 Board Meeting Minutes and of May 17th, 2019 Board Retreat Minutes

Haschak made a motion to accept both the April 11th, 2019 Board Meeting minutes and the May 17th, 2019 Board Retreat minutes.

Bruder seconded the motion.

VOTE:

- Patty Bruder; yes
John Goldsmith; yes
Barbara Fishelson; yes
Teri Ullrich; yes
John Haschak; yes
Madge Strong; yes
Scott Perkins; yes
Robert Hartline; yes
Shannon Riley; yes
Ted Williams; yes

6.5.1 New Business

Heather Gurewitz

Discussion/Action

a. Annual Budget – FY 2019-2020 - discussion and approval

Gurewitz once again made it clear that the IRP fund is severely troubled in the long term, and until the board decides how it wants to handle this issue, the budget includes no IRP interest income in its use. Major changes to the budget since the board last saw it have been the increase in potential or confirmed funding sources. Salaries and payroll expenses for FY 2019-2020 is the most significant budget change compared to the current FY.

[Aaron Obenyah arrived to the meeting at 2:28]

Gurewitz reiterated that this is the most conservative budget yet. She asked the board for guidance on two points: should the marketing committee’s suggestion that marketing receive more money be upheld, and should the oncoming Lending Relations Manager (LRM) be brought on as a full-time or part-time employee? Respectively, there was a general consensus that marketing is important enough to



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warrant a larger portion of the budget, and the LRM position description should say “30-40 hours depending on candidate” to widen the candidate pool.

Strong made a motion to approve the FY 2019-2020 budget.

Haschak seconded the motion.

VOTE:

Patty Bruder; yes

John Goldsmith; yes

Barbara Fishelson; yes

Teri Ullrich; yes

John Haschak; yes

Madge Strong; yes

Scott Perkins; yes

Robert Hartline; yes

Shannon Riley; yes

Ted Williams; yes

Aaron Obenyah; yes

[**John Haschak** left the meeting at 3:02]

b. Economic Development Administration Revolving Loan Fund Plan – discussion and approval

Gurewitz explained that the EDA loan policies EDFC has to put in place are already more-or-less prescribed. This plan only applies to the EDA fund.

Bruder made a motion to accept the Revolving Loan Fund Plan.

Ullrich seconded the motion.

VOTE:

Patty Bruder; yes

John Goldsmith; yes

Barbara Fishelson; yes

Teri Ullrich; yes

John Haschak; yes

Madge Strong; yes

Scott Perkins; yes

Robert Hartline; yes

Shannon Riley; yes

Ted Williams; yes

Aaron Obenyah; yes



c. Uses of low-interest loans – discussion and approval

Gurewitz explained that because EDFC is prohibited from using the interest income earned by the RMAP loan fund, EDFC has flexibility as far as loan terms on these funds. For RMAP loans up to \$50,000 Gurewitz suggested that EDFC allow for businesses effected by natural disaster to have access to very-low interest loans (3 - 4%). She asked for guidance from the board as to what constitutes natural disaster outside of fire impacts and preparations. The consensus of the board was that a broad interpretation of “business interruption due to conditions outside of the business owner’s control” would be acceptable. This could include business interruptions such as the years-long close of salmon fishing, and perhaps long-term city construction projects. These loan clients would still be required to pass through EDFC’s underwriting process.

ACTION ITEM: Gurewitz will develop a preliminary loan policy based on the board’s discussion. The Loan Policy Committee will then approve or amend this policy.

d. Create committee chairs

Tabled.

6.5.2 Old Business

Heather Gurewitz

Discussion/Action

e. Updated Mission Statement – approval

The proposed mission statement to update from “Connecting money and ideas with entrepreneurs to create sustainable prosperity in Mendocino and Lake Counties” to “Connecting money and ideas with entrepreneurs *and creating* sustainable prosperity in Mendocino and Lake Counties” [emphasis added] was presented.

A motion was made and seconded to accept the updated mission statement, as presented;

VOTE:

- Patty Bruder; yes
- John Goldsmith; yes
- Barbara Fishelson; yes
- Teri Ullrich; yes
- Madge Strong; yes
- Scott Perkins; yes
- Robert Hartline; yes
- Shannon Riley; yes
- Ted Williams; yes
- Aaron Obenyah; yes

7. Jurisdiction Updates

John Goldsmith

Discussion



Strong shared that a Car Show and The Great Race were upcoming events for Willits, as well as the pre-Fourth of July Hometown Celebration.

Riley shared that the upcoming merger between the Ukiah Chamber of Commerce, the Main Street Project, and Visit Ukiah has finally been confirmed, and an Executive Director has been chosen. Her second matter concerned PG&E’s Public Safety Power Shutoffs planned for this summer; she shared a flyer that the city is distributing this spring and summer in electrical bills. It is likely that these outages will not be designated as ‘disasters;’ as such business will not be entitled to reimbursements for business losses. Riley also clarified that despite misleading reports to the contrary, Cal Fire will not be moving its air operations out of Ukiah long-term while the air strip is re-paved in Oct., and the week-long interruption should not significantly affect Ukiah’s fire air support.

Perkins shared that tourism season in Fort Bragg is approaching, as well as that many tourism-based contracts are soon to expire. As such, Fort Bragg is facing questions as to how to direct its tourism industry in the future.

8. Executive Director Report Heather Gurewitz *Discussion*

Gurewitz had not prepared a regular Executive Director Report, as she had been spending much of her time working on the IRP loan plan and the budget. The current budget is the most conservative iteration yet for the coming Financial Year (FY).

Simmons explained how the newest video-conferencing setup worked, and Williams said that up to this point in the meeting, it was a step up from previous meetings.

9. Financial Report Heather Gurewitz *Discussion*
a. May Financials

Gurewitz said that she had not yet sent out invoices for June.

Strong explained that she had not asked the City of Willits for an increased contribution because they had several unexpected costs that resulted in a budget deficit for this FY.

b. Loan Portfolio Performance Report

While the May Portfolio Performance Report “looks fine,” **Gurewitz** warned that the June report would show an (unsurprising) bankruptcy.

Acceptance May Financials John Goldsmith *Action*

Riley made a motion to accept the May Financials.

Ullrich seconded the motion.

VOTE:

- Patty Bruder; yes
- John Goldsmith; yes
- Barbara Fishelson; yes
- Teri Ullrich; yes



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John Haschak; yes
Madge Strong; yes
Scott Perkins; yes
Robert Hartline; yes
Shannon Riley; yes
Ted Williams; yes
Aaron Obenyah; yes

11.5. ***Inserted Item* Additional DPO Committee Members Chosen**

[Strong, Fishelson, and Bruder, all investors in the DPO, left the room at 3:29]

Gurewitz asked for volunteers.

Hartline and **Obenyah** agreed to be on the committee.

10. **Next Meeting Date and Time**

July 11th - 2:00 – 4:00 PM

11. **Member Updates**

For members who have discussion items – limited to two minutes per topic

Discussion

Bruder shared that NCO received a grant that funds community members' disaster preparedness education for neighborhood programs.

12. **Adjourn**

3:45