

# Homeward Bound Community Land Trust

## Board of Trustees Meeting Agenda

Sunday, November 4, 2018. 2pm 502 S. Still Road, Sequim

### Agenda

1. Call to Order 2:06pm
2. Roll Call: KHS, RH, MC, MB
3. Adoption of the Agenda
4. Public Comment
  - a. Members of the public are allowed up to 3 minutes per speaker to comment on a specific item on the agenda (excluding the consent agenda), for a total of no more than 30 minutes for all public comment
5. Approval of 10/13/2018 Minutes RH motion, Seconded by KHS
6. Consent Agenda
  - a. Vice President Report – no standing Vice President
  - b. Communications, Outreach, and Fundraising Committee Report
7. Officer Reports
  - a. President Report - Regan Harrison: Feelings that Lopez island was a success. Negative feelings about Christine and mine's email conversation, logged into multiple accounts, just found out Mark has Square reader
  - b. Treasurer Report – none submitted: Paid clarity bill that got missed, paid Property taxes that were \$250, Mark also paid the property insurance
  - c. Secretary Report - Kristina Hestenes Stimson: Delivered minutes from meeting on 10/13/18
8. Old Business
  - a. Annual Meeting -
    - i. Agenda Refer to document 2018annualmeetingagenda in sharepoint
    - ii. Invitations, date/logistics : The fewer the better. Current membership ~45, Need 10% of membership to meet quorum. Need solid structure to avoid sabotage, must have paid membership fee of min. \$25, no work-trade available right now, 2 minutes for public speaking, and place it at the end, TIMER: maybe Christine Potential new date: Dec. 4 Preferably a Weeknight, Tues/Wed/Thurs, Mark will book the meeting for 4 hours, with 1 hour to set up, 1 hour to break down, and a 2-hour meeting, No advertising of nominations, Motion to take away writing of in-kind donation or work hours as substitute for membership due "in cash"
    - iii. annual report: Financial report given by Mark, and Annual accomplishments delivered by Regan

BREAK 3:15

  - b. Attorney Search update: Contacted 7 attorneys and turned down by all most. Contact Ria and Sandy
  - c. Cherry Street Status review –

- i. Update on items from 10/23/2018 Executive Committee Meeting:
      - 1. Attorney - Review Loan documents
      - 2. Attorney - Review insurance policy
      - 3. Building Plan Status – Building designer Kevin Coker: Submitted CEPA documents, will submit conditional use permits Tuesday, Talk to builders about...
      - 4. Financial Proforma for Cherry Street Project: 4 units could NOT go on the bottom first to save money. Must have at least 6 units, but we would build either 4 or 8.
      - 5. Condominium code review and agreement with City of Port Townsend
        - a. Sandy mentioned a law that is about to change that will make condos harder.
        - b. Mark spoke with someone with the city who said there is no difference in codes for rentals/apartments/condos
      - 6. Mark
9. New Business
  - a. **Resolution 2018-6**
    - i. Scheduling with Jefferson Community Foundation: Letter from Doug Mason
  - b. **Lopez Island Community Land Trust Presentation**
    - i. **Impressions**
    - ii. **Action Items**
  - c. **Fundraising** - Catholic Charities grant inquiry lead from San Diego CLT (3 year matching operating funds/business planning grant, often awarded to CLTs, application due early December)
    - i. Monica proposed a fundraising matching idea, due first week of December. KHS to help with that
    - ii.
  - d. **NEW BYLAW CHANGE:** to have a minimum of 5 trustees on the board, Washington State law says 3 minimum. MB Makes motion to reduce number of trustees from 6 to 5, Mark seconds
10. Good of the Order
  - a. Speakers are allowed up to 3 minutes each to make general statements or observations related to the business of Homeward Bound or affordable housing in general, for a total of no more than 15 minutes for all speakers
11. Adjourn

**ACTION ITEMS:**

Regan to look into donation button on FB

Regan to create nomination form and ballots and box

Mark to contact Ria and Sandy and continue attorney search

Contact Siobhan

Find out what happens with the \$250,000

KHS to create strategic plan about Cherry St: Loan to