
ALAMEDA AFFORDABLE HOUSING CORPORATION

701 Atlantic Avenue, Alameda, CA 94501

First Meeting of the Board of Directors
Of the Alameda Affordable Housing Corporation
Held November 15, 2017

The Board of Directors Meeting was called to order at 8:02 p.m.

PLEDGE OF ALLEGIANCE

1. ROLL CALL -

Present: John McCahan, Stuart Rickard, Fayleen Allen, Art Kurrasch, Vanessa Cooper

Absent: Kenji Tamaoki, Sandra Kay

John McCahan acted as Vice President of the meeting and Vanessa Cooper acted as Secretary of the meeting

2. Public Comment (Non-Agenda)

Public speaker, Mr. Richard Neveln, said that he is bothered by a buzz word like new, improved and better tasting, and the definition of affordable in the current political spectrum. He asked to be enlightened on this term affordable. Ms. Cooper said that the affordable limits are generally set by what is called Metropolitan Statistical Area. For us this means the Counties of Alameda and Contra Costa, together, are set at the same level. She went on to explain the different affordable levels. She explained that now there is a housing shortage at all levels.

3. CONSENT CALENDAR

- Consent Calendar items are considered routine and will be approved or accepted by one motion unless a request for removal for discussion or explanation is received from the Board of Directors or a member of the public.

NONE

4. AGENDA



4-A. Review the Articles of Incorporation Filed by the Incorporator Jennifer Bell, Ratify the Bylaws Adopted by the Incorporator Jennifer Bell, and Instruct Secretary to File Copies in the Corporation's Minute Book Preceding the Minutes of this Meeting

Ms. Cooper, acting as Secretary of the Corporation, said that what we have here is the basic items that are needed to establish a corporation. She said that the Articles of Incorporation have been filed with the Secretary of State on November 1, 2017. The name is established. The same template documents that were approved and used for Island City Development a few years ago was also used for Alameda Affordable Housing Corporation. The By-laws are slightly different because the Board composition is different. By-Laws clearly state that the Directors of AAHC are the AHA Board of Commissioners. The AAHC is subject to the Brown Act. The Executive Director of the Housing Authority is the Executive Director of the AAHC and the Secretary and the Finance Director is the Treasurer.

Art Kurrasch moved to ratify the Bylaws adopted by the Incorporator Jennifer Bell, and instruct the Secretary to file copies of documents in the corporation's Minute Book preceding the minutes of this meeting; and Fayleen Allen seconded.

Roll call vote: John McCahan yes, Stuart Rickard yes, Fayleen Allen yes, Art Kurrasch yes.

4-B. Approve Vanessa Cooper as the Corporation's Agent of Service of Process

Ms. Mertz, Asset Manager, said that in the Articles it is stated than an initial agent must be named. Jennifer Bell is the incorporator and the Board must approve a permanent person.

Board Member Kurrasch moved to approve Vanessa Cooper as the Corporation's Agent for the Service of Process and Board Member and Board Member Allen seconded.

Roll call vote: Vice President McCahan yes, Board Member Rickard yes, Board Member Allen yes, Board Member Kurrasch yes.

4-C. Approve Authorizing Resolution to Establish Business Affairs: Open Bank Accounts; Designate Bank Account Signers; Determine No Use of Corporate Seal; Adopt the Conflict of Interest Policy; Follow AHA Policies and Procedures Where None Exists; and Establish a Quarterly Regular Meeting Schedule

Ms. Mertz said at the first meeting the Board must set-up some core business practices. It must be codified in the minutes to launch the Board of Directors and that the Board make a formal action. The meeting is designed to be quarterly. The meetings will follow the regular AHA Board of Commissioners Meetings. Board Member Rickard said that he does not think that the AAHC should be required to only hold their meeting following the AHA Regular Board meetings because the AAHC may need to act on something



before the AHA Board of Commissioners meeting. Ms. Cooper said that the meetings could be held at the discretion of the President in concert with the Board. Board Member Kurrasch and Rickard said that these are standard procedure items that they are prepared to make a decision on tonight.

Board Member Kurrasch moved to approve the Authorizing Resolution to establish business affairs, including open bank accounts, designate bank account signers, determine no use of a corporation seal, adopt the Conflict of Interest policy, follow AHA policies and procedures where none exists, and establish quarterly regular meeting schedule and Board Member Allen seconded.

Roll call vote: Vice President McCahan yes, Board Member Rickard yes, Board Member Allen yes, Board Member Kurrasch yes.

4-D. Authorize the Executive Director to Execute Documents Related to the Applications for State and Federal Tax-Exempt Status

Board Member Kurrasch moved to authorize the Executive Director to execute documents related to the applications for state and federal tax-exempt status.

Roll call vote: Vice President McCahan yes, Board Member Rickard yes, Board Member Allen yes, Board Member Kurrasch yes.

5. ORAL COMMUNICATIONS, Non-Agenda (Public Comment)

6. DIRECTORS COMMUNICATIONS, (Communications from the Directors)

7. ADJOURNMENT OF REGULAR MEETING

There being no further business, the Vice President adjourned the meeting at 8:13 p.m.



CERTIFICATE OF SECRETARY

I, Vanessa Cooper, hereby certify that I am the duly elected, qualified Secretary of Alameda Affordable Housing Corporation, a California nonprofit public benefit corporation, organized and existing under the laws of the State of California, and the foregoing minutes are true, full and correct copy of the minutes of the first meeting of the Board of Directors of said Corporation held on this November 15, 2017.

Dated: February 22, 2018

Vanessa Cooper
Vanessa Cooper,
Secretary

