



HOUSING ENDOWMENT AND REGIONAL TRUST

**HEART
OF SAN MATEO COUNTY**

**BOARD MEETING AGENDA
Meeting No. 67**

DATE: May 25, 2011
TIME: 3:00 p.m. – 4:30 p.m.
PLACE: **NOTE LOCATION CHANGE:**
Cañada Vista Apartments Clubhouse
Cañada College
3 Olive Court
Redwood City, California 94062

Note: Please park in Parking lot #2 across the street from the development.

Note: Members of the public may comment on any item on the agenda. Public comment for items not on the agenda is allowed under Item 11; however, the board may not take action on matters that are not on the agenda.

- 1.0 CALL TO ORDER/ROLL CALL**
- 2.0 APPROVE MINUTES FROM MEETING OF 4/27/2011**
- 3.0 STAFFING CONTRACTS FOR FY2012**
 - 3.1 Approve Housing Leadership Council contract
 - 3.2 Approve San Mateo County Counsel contract
- 4.0 NOMINATING COMMITTEE**
 - 4.1 **Action:** Appoint a member to the Nominating Committee
- 5.0 FUND DEVELOPMENT COMMITTEE**
 - 5.1 Report on HEART executive briefing and luncheon
 - 5.2 Report on fundraising campaign results
- 6.0 APPLICATION REVIEW SUBCOMMITTEE**
 - 6.1 **Action:** Recommend approval of \$163,636 acquisition loan to EPA CAN DO for 2376 University Ave., East Palo Alto
- 7.0 PROGRAM COMMITTEE – no report**
- 8.0 LEGISLATIVE COMMITTEE – no report**
- 9.0 EXECUTIVE DIRECTOR’S REPORT**
 - 9.1 Affordable Housing Week: Peninsula Station opening, other events
 - 9.2 Review HEART’s IRS Form 990 tax return

- 9.3 Homebuyer program update
- 9.4 Membership dues update
- 9.5 Overview of interim staffing assignments during transition period
- 9.6 Other items

10.0 UPDATE ON EXECUTIVE DIRECTOR TRANSITION

11.0 PUBLIC COMMENT

12.0 OTHER NEWS AND ANNOUNCEMENTS

13.0 NEXT MEETING: June 22, 2011, 3 pm
Silicon Valley Community Foundation Conference Center
1300 South El Camino Real, San Mateo, California

14.0 ADJOURN

Board Meetings are accessible to people with disabilities. Individuals who need special assistance or a disability-related modification or accommodation (including auxiliary aids or services) to participate in this meeting; or who have a disability and wish to request an alternative format for the agenda, meeting notice, agenda packet or other writings that may be distributed at the meeting, should contact Chris Mohr at least 72 hours before the meeting at (650) 872-4444 or by email to cmohr@heartofsmc.org. Notification in advance of the meeting will enable the Agency to make reasonable arrangements to ensure accessibility to the meeting and the materials related to it.