



**HOUSING ENDOWMENT AND REGIONAL TRUST**

**HEART**

**OF SAN MATEO COUNTY**

**BOARD MEETING AGENDA**

**Meeting No. 115**

**DATE:** February 24, 2016  
**TIME:** 3:00 p.m. – 4:30 p.m.  
**PLACE:** Silicon Valley Community Foundation Conference Center  
1300 S. El Camino Real #100, San Mateo, CA 94402

- 1.0 SWEARING IN AT-LARGE DIRECTOR KITTY LOPEZ**
- 2.0 CALL TO ORDER/ROLL CALL**
- 3.0 PUBLIC COMMENT**  
*Public comment permitted on both items on the agenda and items not on the agenda.*
- 4.0 CLOSED SESSION**  
**PUBLIC EMPLOYEE APPOINTMENT**  
**TITLE: EXECUTIVE DIRECTOR**
- 5.0 EXECUTIVE DIRECTOR SEARCH**
  - 5.1 Approve terms and issuance of offer letter for new Executive Director-  
MOTION
- 6.0 HLC CONTRACT**
  - 6.1 Approve amendment to HEART-HLC Contract to account for executive  
director- MOTION
- 7.0 APPROVAL OF MINUTES**
  - 7.1 Approval of minutes from meeting of 1/27/2016- MOTION
- 8.0 HEART AVAILABLE LAND SITES STUDY FINAL REPORT**
  - 5.1 Results and Recommendations – Josh Abrams, Baird & Driscoll Consulting
- 9.0 FINANCE COMMITTEE REPORT**
  - 9.1 Report by Committee Chair Raines
  - 9.2 Review and approve audited financials for FY 2015- MOTION
  - 9.3 Review and approve pre-audit financials for FY 2016 Q2- MOTION
- 10.0 NOMINATING COMMITTEE**
  - 10.1 Renewal Process: HEART board member at-large terms expiring 2/27/16 by  
Committee Chair Asbury

**11.0 FUND DEVELOPMENT REPORT**

11.1 Report by Committee Chair Eldridge

11.1.1 Donor outreach

11.1.2 Ad Hoc Event Committee planning, Pam Frisella

**12.0 INTERIM EXECUTIVE DIRECTOR REPORT**

12.1 Willow Veteran's Housing opening

12.2 Update on Homebuyer Program

12.3 Update on loan repayment – Palo Alto Partners

12.4 Affordable Housing Week

**13.0 OTHER NEWS AND ANNOUNCEMENTS**

**14.0 ADJOURN**

**NEXT BOARD MEETING:**

March 23, 2016, 3:00pm – 4:30pm

Silicon Valley Community Foundation Conference Center

1300 South El Camino Real, Suite 100, San Mateo 94402