



**HOUSING ENDOWMENT AND REGIONAL TRUST HEART
OF SAN MATEO COUNTY**

**BOARD MEETING AGENDA
MEETING NO. 127**

DATE: Wednesday, May 24, 2017
TIME: 3:00 – 4:30 pm
PLACE: Silicon Valley Community Foundation Conference Center,
1300 S El Camino Real, #100, San Mateo, CA 94402

1.0 CALL TO ORDER/ ROLL CALL

2.0 PUBLIC COMMENT

Public comment permitted on both items on the agenda and items not on the agenda.

3.0 CONSENT CALENDAR

3.1 Motion to approve Consent Calendar

3.1.1 Approval of minutes from meeting of April 26, 2017p. 2

3.1.2 Accept Finance Committee’s recommendation to approve and submit IRS Form
990 for 2016p. 4

**4.0 CONTINUED: RESOLUTION 51 ADOPTING PERSONNEL POLICIES AND
PROCEDURES FOR HEART**

ACTION: Resolution 51 approving the Personnel Policies and Procedures for HEART

Administrative Report – p. 40

Resolution – p. 41

Personnel Policies and Procedures Handbook – p. 42

5.0 REVIEW DRAFT HEART BUDGETS FOR FY 2017-18

The Finance Committee recommends the Board review HEART’s draft Operating Budget and
Capital Budget for FY 2017-18Administrative Report p. 56

Draft Capital Budget – p. 59

Draft Operating Budget – p. 60

6.0 FUNDRAISING COMMITTEE

Report by Committee Chair Eldridge on results of 2017 Fundraising Event (Oral report)

7.0 EXECUTIVE DIRECTOR’S REPORT

Report by Executive Director Sanchez (Oral report)

8.0 OTHER NEWS AND ANNOUNCEMENTS

Next meeting date: Wednesday, June 28, 2017, 3:00 - 4:30 pm, Silicon Valley Community
Foundation Conference Center, 1300 S El Camino Real, #100, San Mateo, CA 94402

9.0 ADJOURN