



## Downtown Stockton Enterprise Loan Fund Board Meeting Minutes

**Date:** Wednesday, September 1, 2021

**Time:** 12:00 p.m.

**Place:** Online, via Zoom Meetings

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To: DSELF Board Members: Steve Lantsberger, Luis Duarte, Aaron Edwards, Patricia Palacios, Nicole Snyder, Robert Oakes, Kari McNickle

Staff: Mike Huber, Courtney Wood

### Agenda

1. Call to Order/Roll Call
  - The meeting was called to order at 12:04.
2. Public Comments
  - There were no public comments.
3. Approval of August Minutes – Action Item
  - A motion was made (A. Edwards/N. Snyder) to approve the August minutes. The motion passed unanimously.
  - The votes were as follows:
    - K. McNickle: Aye
    - N. Snyder: Aye
    - A. Edwards: Aye
4. Approval of July Financials – Action Item
  - C. Wood shared that the checks from July had been deposited and were visible in the balance of the DSELF account for July.
  - A motion was made (A. Edwards/N. Snyder) to approve the July financials. The motion passed unanimously.
  - The votes were as follows:
    - K. McNickle: Aye
    - N. Snyder: Aye



- A. Edwards: Aye
- 5. Loan Performance Updates/Loan Delinquencies/New Applications – Informational Item
  - C. Wood shared that she had met with one interested party – FACES – to go over the DSELF requirements since the last Board meeting.
- 6. Modification of DSELF By-Law language to make either/and/or DSA Board Treasurer and DSA Board Chair DSELF Board members – Action Item
  - C. Wood explained that K. McNickle noticed a discrepancy between the DSA by-laws and the DSELF by-laws – the DSA by-laws designated the DSA Board Treasurer as a member of the DSELF board, while the DSELF by-laws had been modified to designate the DSA Board Chair as a member of the DSELF Board. She explained that this action item proposed that the language of the DSELF by-laws be changed to say that either/and/or the DSA Board Treasurer and the DSA Board Chair may serve on the DSELF Board. C. Wood also shared that the DSA by-laws were being modified to reflect this same change.
  - A motion was made (A. Edwards/N. Snyder) to approve the proposed modifications to the DSELF by-laws. The motion passed unanimously.
  - The votes were as follows:
    - K. McNickle: Aye
    - A. Edwards: Aye
    - N. Snyder: Aye
- 7. DSELF Marketing Update – Informational Item
  - C. Wood shared that she had established contact with 5 downtown banks to help with promotion; the DSA marketing team was still working on finishing the DSELF promo video; she is working on sending another DSELF promo enewsletter; and that instead of including DSELF as a Talk to Downtown Facebook Live event, she would like to host a virtual information session to explain what DSELF is and try to answer questions that potential applicants may have.
  - C. Wood also noted that during her outreach to the banks, she inquired as to whether someone from these banks would be interested in serving on the DSELF board; there have been no interested parties to date.
- 8. Items for Future Consideration
  - A. Edwards noted he would like to consider what else might need to be altered in order to attract more businesses to DSELF.
  - A. Edwards also asked what else the Board may be able to help with. C. Wood shared that referring potential DSELF Board members and continuing to spread the word about DSELF to businesses that fit the criteria would help.
- 9. Adjourn
  - A motion was made (N. Snyder/A. Edwards) to adjourn. The motion passed unanimously.
  - The votes were as follows:
    - K. McNickle: Aye
    - N. Snyder: Aye
    - A. Edwards: Aye



- The meeting was adjourned at 12:18 PM.

**General Meeting Requirements:**

**Public Comments:** The law provides the opportunity for the public to be heard on any item within the subject matter jurisdiction of the Board, before or during the consideration of that item by the Board. For all items, including items *not* on the agenda, the public comment time at the start of each meeting is appropriate. The person addressing the Board is limited to five (5) minutes unless the Chairman of the Board grants a longer period of time as appropriate to manage the Agenda. State law does not allow action to be taken on any item not on the Agenda. The Conference Room is handicapped accessible.

This agenda shall be made available upon request in alternative formats to persons with a disability, as required by the Americans with Disabilities Act of 1990 (42 U.S.C. § 12132) and the Ralph M. Brown Act (California Government Code § 54954.2). Persons requesting a disability related modification or accommodation in order to participate in the meeting should contact the Executive Director of the Downtown Stockton Alliance at 209-464-5246, during regular business hours, at least twenty-four hours prior to the time of the meeting.

Pursuant to the Brown Act as codified in Government Code Section 54957.5, any documents pertaining to a non-closed agenda item distributed to a majority of the Board of Directors in less than 72 hours before a Board meeting shall be available for public inspection. Said documents shall be available for inspection at the office of the Downtown Stockton Alliance, 125 Bridge Place, 3<sup>rd</sup> Floor, Stockton, California, Monday through Friday, except Holidays, between the hours of 8:30 a.m. and 4:30 p.m.