



## **Downtown Stockton Enterprise Loan Fund Board Meeting Minutes**

**Date:** Wednesday, May 3<sup>rd</sup>, 2023                      **Time:** 12:00 p.m.

**Place:** 110 N. San Joaquin Street, 5<sup>th</sup> Floor, Stockton, CA, 95202

**Board Members Present:** Aaron Edwards, Patricia Palacios, Nicole Snyder, Kari McNickle

**Board Members Absent:** Robert Oakes, Katie Poole, Luis Duarte

**Staff Present:** Courtney Wood, Michael Huber

**Members of the Public/Guests Present:** Patricia Virgen, Andria Martinez (via phone), Kathryn Davis, and Jonathon Jones

### **Agenda**

1. Call to Order/Roll Call
  - The meeting was called to order at 12:11 PM.
2. Public Comments
  - Guest Patricia Virgen from the SJC RLF joined the meeting in person, and guest Andria Martinez from the SJC RLF joined via phone; they shared information about how the RLF would proceed if DSELF re-signed a contract with them. They shared that their rate was 2% per loan, and that they had needed to raise their prices to cover their costs. They also shared that they have a new loan portal which makes managing the loans easier.
3. Approval of December Meeting Minutes – Action Item
  - A motion was made (A. Edwards/N. Snyder) to approve the December 2022 meeting minutes. The motion passed unanimously.
4. Approval of December 2022, January 2023, February 2023, and March 2023 Financials – Action Item
  - A motion was made (A. Edwards/P. Palacios) to approve the December 2022, January 2023, February 2023, and March 2023 Financials. The motion passed unanimously.
5. Revision of By-Law Directorship Language – Action Item
  - Staff proposed that the following changes be made to the DSELF by-laws – the specifics of these changes were included in the board packet:
    1. The language of an ex officio position for the SJC EEDD Director be changed to a representative from whichever organization is servicing the DSELF loan, given the change at the RLF as well as the fact that we may begin using a different loan servicer.
    2. The positions of voting and non-voting directors and members to be specified/clarified according to how we have been operating the Board to date.



- A motion was made (P. Palacios/A. Edwards) to accept the changes proposed by staff. The motion passed unanimously.
6. Presentation by Valley First Credit Union – Informational Item
    - Guests Kathryn Davis and Jonathon Jones presented information on how Valley First Credit Union would proceed if they were chosen to service DSELF loans. They shared that their fee was \$300 per approved loan and \$50 per unapproved loan. They also shared that DSELF would need to transfer the funds to a Valley First Credit Union account, and that approved applicants would need to open an account with their credit union.
    - Board members asked whether the credit union was local – the nearest branch is in Tracy. Board members also asked questions about how the loans would be processed and approved. Valley First shared that they would use the criteria laid out in the existing DSELF program, recommend loans for approval to the Board, and service the loans.
  7. Draft Loan Servicing Proposals from Valley First Credit Union & SJC Revolving Loan Fund – Informational Item
    - Staff shared that the information from both SJC RLF and Valley First Credit Union were in the board packet for the board to see, ask questions, and compare.
    - The Board asked questions of both SJC RLF & Valley First Credit Union regarding staffing, processing time, fees, and other concerns.
    - The Board wanted to be sure that even if the RLF wasn't chosen to continue providing loans, DSELF would still be able to keep a good relationship with SJC EEDD. SJC EEDD confirmed that if DSELF was serviced by another organization, it would not impact the relationship between SJC EEDD and DSELF or DSA.
  8. Loan Performance Updates/Loan Delinquencies/New Applications – Informational Item
    - Staff shared that there have been no new applications and that currently the DSELF account is receiving a small amount of monthly income from interest.
  9. DSELF 2023 Marketing Ideas – Discussion Item
    - Board members noted the following marketing ideas:
      1. Attending public events
      2. Presenting to the freemasons
      3. Asking the chambers to highlight DSELF in their newsletters
  10. Items for Future Consideration
    - The Board wanted to see if staff could get answers to what delinquency means under the Valley First Credit Union terms, and to find out whether the \$25 needed to open an account at the credit union can be returned to the DSELF applicant.
  11. Adjourn



- A motion was made (A. Edwards/P. Palacios) to adjourn the meeting. The motion passed unanimously.
- The meeting was adjourned at 1:39 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.