

Regular Meeting of the Teacher Housing Foundation

MEETING MINUTES

April 15, 2024

4:00 PM

Santa Clara Unified School District
1889 Lawrence Road
Santa Clara, CA 95051

VIRTUAL MEETING

Join Zoom Meeting

<https://scusd-net.zoom.us/j/83863968788?pwd=bHZ0Y3RPUGJwaFRQZDhtajAwUGZ3QT09>

Meeting ID: 838 6396 8788

Passcode: 795365

A. ORGANIZATIONAL ITEM

A.1 CALL TO ORDER 4:02 PM

Board Members: Mark Schiel, Steve Lodge, Eric Dill (Elise DeYoung Absent)

Staff: Angeline Ruiz, Michal Healy, Illa Mistry,

Community: Demitri Cacoyannis

A.2 REVIEW AND ACCEPTANCE OF AGENDA ITEMS

Motion By: Eric Dill Seconded by: Mark Schiel

Final Vote: 3-0 (Elise DeYoung absent)

A.3 APPROVAL OF MINUTES FROM [FEBRUARY 12, 2024](#)

Motion By: Mark Schiel Seconded by: Eric Dill

Final Vote: 3-0 (Elise DeYoung absent)

B. PUBLIC COMMENT ON AGENDIZED ITEMS

Pursuant to Govt. Code 43954.3(a), members of the public will be afforded an opportunity to directly address the Board on any Item noticed on this Board Meeting Agenda before or during the Board's consideration of that Item. The law does not permit board action on any item not on the agenda, and must restrict public comment at Board Meetings to Items noticed on the Meeting's agenda. Members of the public wishing to address the Board must complete and submit a form provided for that purpose in the lobby prior to addressing the Board. In order to complete the business of the meeting in a timely manner, the normal time limit allotted is 2 minutes per speaker.

None

C. CONSENT

- C.1 APPROVAL OF THE AUDIT ENGAGEMENT LETTER FROM HARSHWAL & COMPANY, LLP
FOR THE 2023-2024 TEACHER HOUSING FOUNDATION FINANCIAL AUDIT
[Engagement Letter](#)

Motion By: Eric Dill Seconded by: Mark Schiel
Final Vote: 3-0 (Elise DeYoung absent)

D. DISCUSSION / ACTION

- D.1 ROOF REPAIR UPDATE

Demitri described the damage to the roof which was determined with drone footage. Further assessment will happen by examining the roof by foot. Color matching of the shingles will need to be done and an update will be provided at a future meeting.

No Vote

- D.2 ORGANIZATIONAL ITEMS

Restated Articles of Incorporation ([Redline from Last Meeting](#)) ([Current Draft](#))

Mark shared the current draft with Legal Counsel input. The revised document will be presented at an upcoming SCUSD Board meeting.

Motion: Approve the Articles of Incorporation with minor edits (listed above)

Motion By: Eric Dill Seconded by: Mark Schiel
Final Vote: 3-0 (Elise DeYoung absent)

Bylaws ([Redline from Last Meeting](#)) ([Current Draft](#))

Mark informed the Board that Legal counsel has accepted the redlines on the Bylaws. A minor update will be made to section 9: Regular Meetings.

Motion: Accept the Bylaws with the minor update

Motion By: Mark Schiel Seconded by: Eric Dill
Final Vote: 3-0 (Elise DeYoung absent)

- D.3 RENT COMPARABILITY

Mark presented the rent comparability for each type of unit to the Board

Motion: increase of \$60/month on the 8 units below 90% of 80%

Motion By: Eric Dill Seconded by: Mark Schiel
Final Vote: 3-0 (Elise DeYoung absent)

E. DISCUSSION

E.1 GENERAL MAINTENANCE GROUNDS, PROPERTY UPDATE

Aside from the roof assessment, the rest of the property is in good shape.

E.2 VACANCY UPDATE

Currently there are 5 vacancies (4 are 1 BD and 1 is a 2 BD)
One additional anticipated vacancy (1 BD) coming up

E.3 [BUDGET REVIEW](#)

Mark presented the budget through March 2024

E.4 FUTURE AGENDA ITEMS

The Teacher organization President has a desire to move this meeting time to allow staff to join
A Preliminary Budget for 2024-2025 will be presented at the next Board meeting
Proposed meeting dates for the 2024-2025 year.

F. PUBLIC COMMENT ON UNAGENDIZED ITEMS

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None

G. FUTURE TEACHER HOUSING FOUNDATION MEETING DATES

- May 7, 2024 **2:00 PM (reschedule notices have been sent)**
- June 10, 2024 4:00 PM

H. ADJOURNMENT 4:52 PM

Motion By: Mark Schiel Seconded by: Eric Dill

Final Vote: 3-0 (Elise DeYoung absent)