ESPIRITU COMMUNITY DEVELOPMENT CORPORATION

MEETING MINUTES

Friday October 29, 2021

4:45 PM.

4848 S. 2nd Street Phoenix, AZ 85040

The Board meeting will be held via Zoom.

I. PRELIMINARY ITEMS

A. Call to Order and Roll Call
Bertha Gutierrez called the meeting to order at 4:51PM.

Bertha Gutierrez – Board Chair
Rosemary Cardenas – Member
Armando Ruiz – Member
Frances Castillo – Not Present
Israel Diaz- Member

Others Present:
Alexis Montoya – Board Secretary
Anastacia Europa – Chief Operating Officer, Servant Leader
Armando Ruiz Jr. – Finance Director

B. Board Adoption of Meeting Agenda
Rosemary Cardenas made the motion to adopt the Meeting Agenda. Israel Diaz seconded the motion. Passed: 4-0

C. Board Approval of September 24th Meeting Minutes
Rosemary Cardenas made the motion to approve the September 24th Meeting Minutes. Israel Diaz Seconded the Motion. Passed: 4-0

II. CONSENT AGENDA

There were no items scheduled.

III. ITEMS SCHEDULED FOR ACTION

A. American Intercontinental Partnership
Rosemary Cardenas made the motion to adopt the American Intercontinental Partnership, Israel Diaz seconded the motion. Passed 4-0

B. Travel Policy
Israel Diaz made the motion to adopt the Travel Policy, Rosemary Cardenas seconded the motion. Passed 4-0

C. Procurement Policy
Israel Diaz made the motion to adopt the Procurement Policy, Rosemary Cardenas seconded the motion. Passed 4-0

IV. ITEMS SCHEDULED FOR INFORMATION

A. BBVA to PNC Bank
Armando Ruiz Sr. presented the transition of banks from BBVA to PNC.

B. Finance Update
Armando Ruiz Jr. presented the finance update for FY22.

V. EXECUTIVE SESSION

There were no items scheduled.

VI. COMMUNICATIONS

There was no response to the call.

VII. CLOSING ITEMS

A. Summary of Current Events, Future Meeting Dates And Items For Future Agendas

The next Board Meeting will be held on Friday November 12, 2021 at 4:30PM

B. Adjournment

Rosemary Cardenas made the motion to adjourn the meeting. Israel Diaz seconded the motion. Passed 4-0

Meeting adjourned at 5:15PM