

ESPIRITU COMMUNITY DEVELOPMENT CORPORATION

MEETING MINUTES

Friday September 19, 2025

1:00 P.M.

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

Isadora Giacometti called the meeting to order at 1:05P.M.

Tom Espinoza – Board Chair, arrived at 1:14PM

Isadora Giacometti – Vice Board Chair, Present

Armando Ruiz Sr. – Member, Present

Bertha Gutierrez- Member, Present

Rosanna Blackson – Member, Present

Others Present:

Anastacia Europa – Chief Operating Officer, Servant Leader

Alexis Ruiz – Board Secretary

Armando Ruiz Jr – Chief Finance Officer, Servant Leader

John Carter – May Potenza Baran & Gillespie

B. Board Adoption of Meeting Agenda

Bertha Gutierrez made the motion to adopt the September 19, 2025 meeting agenda. Rosanna Blackson seconded the motion. Passed: 4-0 (Ayes: Giacometti, Gutierrez, Ruiz, Blackson)

C. Board Approval of the August 15, 2025 Meeting Minutes

Bertha Gutierrez made the motion to approve the August 15, 2025 meeting minutes. Rosanna Blackson seconded the motion. Passed: 4-0 (Ayes: Giacometti, Gutierrez, Ruiz, Blackson)

II. CONSENT AGENDA

No Items Scheduled.

III. ITEMS SCHEDULED FOR ACTION

A. Food Permanent Application

Anastacia Europa presented that the food permanent application needs to be updated to remove Fernando Ruiz and to add herself.

Rosanna Blackson made the motion to approve the updated food permanent application. Bertha Gutierrez seconded the motion. Passed: 4-0 (Ayes: Giacometti, Gutierrez, Ruiz, Blackson)

B. Conflict of Interest Training

No vote was required for this item. The action associated with this agenda item was the training conducted by John Carter from May Potenza Baran & Gillespie.

C. Educational Service Provider Contract

Anastacia Europa presented that the only change that would be happening to the educational service provider contract is that the percentage would increase by 4% from 16% to 20%.

Bertha Gutierrez made the motion to approve the Educational Service Provider Contract. Rosanna Blackson seconded the motion. Passed: 5-0 (Ayes: Espinoza, Giacometti, Gutierrez, Ruiz, Blackson)

D. Monthly Finance Report

Armando Ruiz Jr. presented the Monthly Finance Report, including the Profit & Loss, Balance Sheet, and the YTD AP Aging Summary.

Tom Espinoza made the motion to adopt the Monthly Finance Report. Bertha Gutierrez seconded the motion. Roll call vote conducted. Passed: 5-0 (Ayes: Espinoza, Giacometti Gutierrez, Ruiz, Blackson)

IV. ITEM SCHEDULED FOR INFORMATION

No items scheduled.

V. EXECUTIVE SESSION

VI. COMMUNICATIONS

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 October 31, 2025.

B. Adjournment

Bertha Gutierrez made the motion to adjourn the meeting. Tom Espinoza seconded the motion. Passed 5-0 (Ayes: Espinoza, Gutierrez, Giacometti, Ruiz, Blackson)

Meeting adjourned at 1:58 P.M.