

Regular Meeting of the Teacher Housing Foundation

MINUTES

August 3, 2026, 4:00PM
Santa Clara Unified School District
1889 Lawrence Road, Santa Clara, CA 95051

VIRTUAL MEETING

Join Zoom Meeting

<https://scusd-net.zoom.us/j/89272599816?pwd=exb7BcoUA119Xlv6xQ4KOCXqb5aqJ.1>

A. ORGANIZATIONAL ITEM

A.1 Call To Order - 4:11 p.m.

President: Vacant (Election Pending)

Vice President: Elise DeYoung

Chief Financial Officer: Mark Schiel

Secretary: Vacant (Election Pending)

Board Member: Cathy Van Pernis

Board Member: Kathie Kanavel

Additional Attendees: Demetri Cacoyannis, Justine Sullivan, Michal Healy, Angie Ruiz, Illa Mistry

A.2 Review and Acceptance of Agenda Items

Motion: Cathy Van Pernis

Second: Kathie Kanavel

Vote: 4-0

A.3 Election of Board President

Elect the Foundation President

- Elise DeYoung elected President.

Motion: Cathy Van Pernis

Second: Kathie Kanavel

Vote: 4-0

A.4 Election of Vice President

Elect the Foundation Vice President

- Cathy Van Pernis elected Vice President.

Motion: Mark Schiel

Second: Elise DeYoung

Vote: 4-0

A.5 Election of Board Secretary

Elect the Foundation Secretary

- Kathie Kanavel elected Secretary.

Motion: Mark Schiel

Second: Cathy Van Pernis

Vote: 4-0

A.6 Approval of Minutes from [June 8, 2026](#).

- Board agreed new members could vote on these minutes, as the outgoing members no longer serve.

Motion: Cathy Van Pernis

Second: Mark Schiel

Vote: 4-0

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 may raise their hand in the Zoom session or notify [Illa Mistry](#) in advance of the meeting. To complete the meeting's business in a timely manner, the allotted time limit is 2 minutes per speaker.

- None

C. DISCUSSION/ACTION

C.1 Board Financial Authorization

Review and designate Board officers authorized to approve financial statements and sign Foundation checks.

- Because the President is not local, the Board discussed having the CFO serve as signatory. Only one signature is required.
- Motion to authorize Mark Schiel to approve financial statements and sign Foundation checks, and to remove Steve Lodge as a signatory.

Motion: Elise DeYoung

Second: Kathie Kanavel

Vote: 4-0

D. DISCUSSION

D.1 General Maintenance, Grounds, and Property Update

Update on the unit renovations, grounds, and tenant concerns.

[Property Management Ongoing Maintenance & Operations Log](#)

- Log items come from the District's facility needs assessment, resident requests, and periodic Board site walk-throughs. Dimitri Cacoyannis will add dates to log updates.
- Cathy Van Pernis suggested gutter leaf filters, which have not been evaluated before. Dimitri Cacoyannis will consider them.
- Mailbox break-ins continue. Cameras are installed, but the suspects are masked.
- Carpet older than seven years is replaced by Property Management at the tenant's request. The tenant moves the furniture.
- Gardeners service the property weekly on Tuesdays.
- Renovations:
 - One (1) one-bedroom unit will be complete in 7–10 days, after a delay from the cabinet change.
 - Two-bedroom units are prioritized next.

- Mark Schiel reviewed the renovation program budget: about \$190,000 budgeted for 2026-27, roughly six weeks per unit.
- Since June:
 - Four (4) A/C units and one (1) water heater were replaced from the maintenance budget.
 - The first bid to replace the Community Room A/C is \$18,000, and more bids are being sought.
 - FDP will ask SVP about energy rebates.
- Tree pruning is scheduled next month, at about \$17,000–\$18,000.
- Termite and dry rot repairs are complete, with minor painting remaining.

D.2 Vacancy and Waitlist Update

Current vacancies and the number of certificated and classified employees on the waitlist.

- There are ten vacancies. Four units are being shown, and six need renovation.
 - Demitri Cacoyannis will ask the contractor about renovating more than one unit at a time.
- Waitlist counts were not available. Demitri Cacoyannis will confirm them with HR.
- The Board discussed publishing the waitlist by employee ID and unit type for transparency. Mark Schiel will consult the THF attorney first.

D.3 Budget Review

[June 2026 Report](#)

- Mark Schiel reviewed the budget.
 - Expenses were about \$373K over budget, primarily from renovations approved after the budget was adopted.
 - Net income was \$112,340, which will be reserved for future facilities and the upcoming debt balloon payment.

D.4 Future Agenda Items

- Review Bylaws (to be emailed to the Board, with comments due to Mark and Michal)
- Energy rebates for A/C units
- Before and after photos of renovated units
- Closed Session: Original Funding of Casa del Maestro

E. PUBLIC COMMENT ON UNAGENDIZED ITEMS

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- None

F. FUTURE MEETING DATES

- Monday, October 12, 2026, 4:00 p.m.
- Monday, December 14, 2026, 4:00 p.m.
- Monday, February 22, 2027, 4:00 p.m.
- Monday, April 19, 2027, 4:00 p.m.
- Monday, May 10, 2027, 4:00 p.m.
- Monday, June 7, 2027, 4:00 p.m.

G. ADJOURNMENT - 4:56 p.m.

Motion: Kathie Kanavel

Second: Mark Schiel

Vote: 4-0