



**HARBOR COMMUNITY
BENEFIT FOUNDATION**

BOARD OF DIRECTORS MEETING

Friday, September 1, 2017, 10:00 A.M.

Wilmington Municipal Building

544 N. Avalon Blvd.

Wilmington, CA 90744

BOARD MEMBERS:

David Sloane, Chair; Gisele Fong, Vice Chair; David Thornburg, Treasurer; Ed Avol, Secretary; Angelo Logan, Director
Cristin Mondy, Director; and Jayme Wilson, Director

HCBF: Meghan Reese, Interim Executive Director

LEGAL COUNSEL: Michael Jenkins, Jenkins & Hogin LLP

AGENDA

ITEM A. PUBLIC COMMENT ON NON-AGENDA ITEMS

ITEM B. STAFF REMARKS

ITEM C. BOARD MEMBER REMARKS

ITEM D. GUEST PRESENTATION(S)

None

CONSENT ITEM(S)

ITEM 1. REVIEW AND APPROVAL OF HCBF BOARD MEETING MINUTES DATED July 21, 2017 (Attachment 1).

Recommendation to Board:

- 1. Approval of the minutes of the HCBF Board meeting July 21, 2017.**

REGULAR ITEM(S)

ITEM 2. CLOSED SESSION

CONFERENCE WITH LEGAL COUNSEL: Anticipated Litigation
Government Code Section 54956.9(d)(4)

The City finds, based on advice from legal counsel, that discussion in open session will prejudice the position of HCBF in the litigation.

Number of potential cases: 1

ITEM 3. COMMUNITY BENEFIT ROUND 5 CONTINUED GRANT DISCUSSION

SUMMARY: HCBF Board of Directors voted on June 9th to move forward with Staff and the Ad-Hoc Committee's recommendation for Community Benefit Round 5 grant recipients. Subsequently, Port of Los Angeles staff informed Interim Executive Director Meghan Reese that five of the recommend grants did not, in its judgment, satisfy trust nexus requirements. The HCBF Board of Directors then voted on July 21st to move forward to the BOHC with all 12 recommended grants. Interim Executive Director Reese, and Legal Counsel Michael Jenkins, further consulted with Port staff and received new developments regarding the initial determination. Based on the new information, Interim Executive Director Reese and Michael Jenkins will ask the Board to provide direction as to the disposition of those grants.

Recommendation to Board: Board shall decide how best to proceed with Community Benefit Round 5 grants given the new information.

ITEM 4. REVIEW AND APPROVAL OF OFF-PORT LAND USE IMPACT STUDY BOARD COVER LETTER

SUMMARY: On July 21, 2017 the Board of Directors voted to authorize the Board Chair and Interim Executive Director to draft a cover letter to summarize the intent of the study and clarify that the report was not intended to create a nexus for specific projects.

Recommendation to Board: Review and approve the draft Board of Directors cover letter for the HCBF Off-Port Land Use Impact Study.

ITEM 5. REVIEW AND DISCUSSION OF POTENTIAL NEW ACCOUNTING CONSULTANT (Attachment 2)

SUMMARY: On March 7, 2017 Kathy Walsh, from NFM Solutions, submitted a letter terminating her engagement with HCBF. On May 8, 2017 Kathy submitted a letter reinstating her original Engagement Contract dated November 28, 2012. The terms of the Engagement Contract state that HCBF may terminate the Engagement Contract at any time without prior notice. The Consultant may terminate at any time with at least a 30-day notice. Kathy has expressed a desire to move on from HCBF, at such time that a new financial consultant is selected.

A copy of the following documents is attached for the Board's review and discussion:

1. Staff Memo
2. YH Advisors Proposal
3. Kevin Wong Proposal

Recommendation to Board:

1. **Board shall review and discuss the proposals from YH Advisors and Kevin Wong, approving one of the two as HCBF's new accounting consultant.**
2. **Authorize the Interim Executive Director, with assistance from legal counsel, to establish an Engagement Contract with an anticipated start date of October 1, 2017.**

ITEM 6. DISCUSSION AND APPROVAL FOR RAIMI + ASSOCIATES PRESENTATION AT THE MFN CONFERENCE

3. **SUMMARY:** The Board previously approved Raimi + Associates to complete the Ad-Hoc committees' recommendations for the final Off-Port Impact Land Use Study. The target release date for the study is the first of October, in preparation for the MFN Conference in Carson, CA. Raimi + Associates, alongside HCBF, will present an interactive presentation highlighting the findings from the study.

Recommendation to Board:

1. **Authorize the Interim Executive Director, with assistance from the Board Chair, to approve invoices for Raimi + Associates representative Beth Altshuler, relevant to the MFN Conference, including: reimbursement for flight, miscellaneous costs, rental car (if needed), one day of prep work and presentation time (10 hours) at \$150/hour, not to exceed \$2000.**

ITEM 7. DISCUSSION OF SCHEDULED BOARD MEETING FOR SEPTEMBER 15TH

SUMMARY: Board will determine if a quorum of the Board is available for the meeting scheduled for September 15th.

ITEM 8. CLOSED SESSION

Gov't Code Section 54957
Employee Appointment
Title: Executive Director

ITEM 9. MEETING ADJOURNMENT

Next Meeting:

Friday, September 15, 2017
San Pedro Municipal Building
638 S. Beacon Street, Room 452
San Pedro, CA 90712

PUBLIC BOARD MEETINGS:

Public Input: An opportunity for the public to address the Board on Agenda items or other items germane to the business of the Board will be provided before or during consideration of the item. Members of the public who wish to speak on any item are requested to complete a speaker card for each item they wish to address, and present the completed card(s) to the Staff. A speaker will be limited to (3) minutes to speak on public interest items.

Agendas: Agendas contain a brief description items to be considered. Where Staff recommendations are made, please note that the Board may exercise its discretion to take action on any action item, up to and including final approval.

Quorum: 4 members of the Board constitute a quorum for the transaction of business. Consent items may be approved without discussion.

Regular Meetings: The Board shall meet regularly, typically on a monthly basis (times and locations To Be Determined). Agenda is subject to revision in accordance with the Brown Act. Agendas will be available in hard copy at the meeting.

Harbor Community Benefit Foundation does not discriminate on the basis of disability and, upon request, will provide reasonable accommodation to ensure equal access to its programs, services, and activities. Sign language interpreters, assistive listening devices, and translation services may be provided. If you require special assistance to participate in this meeting, you must submit your request in writing to the above address at least one week prior to the meeting. HCBF can be contacted at (310) 997-7116. www.hcbf.org