



**HCBF BOARD OF DIRECTORS ANNUAL MEETING**

Friday, June 26th, 2020, 10:00 A.M.

The HCBF Board of Directors will participate in the meeting by teleconference.

**No physical location will be accessible for public meeting or public comments pursuant to Executive Order N-29-20 issued by Governor Newsom on March 17, 2020.**

**HOW TO JOIN MEETING:**

- The public will be able to join the meeting by registering at:  
<https://attendee.gotowebinar.com/register/3689542516528358414>
- After registering, you will receive a confirmation email containing information about joining the meeting.

**HOW TO PROVIDE PUBLIC COMMENT:**

- Members of the public are invited to participate in the meeting during public comment or on a specific agenda item.
- **By Email:**
  - If a member of the public would like to submit a written public comment, please email your written comment to [tamanna@hcbf.org](mailto:tamanna@hcbf.org).
  - In the "Subject" line of the email, please indicate whether you are submitting a general public comment or if you wish to provide comment on a specific Agenda item. Please state the specific Agenda Item #.
  - Include your **First & Last Name** and **organization/interest**.
  - We strongly encourage that emailed public comments be submitted by 9 a.m. on the day of the meeting. Once we receive your email, you will get a confirmation response.
  - Submitted written comments or materials will be forwarded to the Board members and Legal Counsel as they are received and will become part of the official record of the meeting.
- **If you would like to submit a public comment during the meeting:**
  - In the chat box, **send a message to the organizer**, indicating that you would like to provide a public comment. Please indicate whether you are submitting a **general public comment** or if you wish to provide comment on a specific Agenda item (state the **specific Agenda Item #**).
  - Include your **First & Last Name, organization/interest, and email/phone** in case follow-up is needed.
  - Requests for public comments must be submitted prior to the public comment portion of the agenda (Item A). Comments on specific agenda items must be submitted prior to the discussion starting on that agenda item.
  - Please note that each speaker will be given the usual 3 minutes to address the Board in their comment.
- More information on this process and further guidance, please visit <https://hcbf.org/agenda>. If you have questions, please contact Tamanna Rahman, Program Director, at (310) 997-7116 or [tamanna@hcbf.org](mailto:tamanna@hcbf.org).

**BOARD MEMBERS:** Gisele Fong, Chair; Ed Avol, Vice Chair; Jayme Wilson, CFO/Treasurer; Cristin Mondy, Secretary; Angelo Logan, Director; Richard Havenick, Director; and Gabriela Medina, Director

**HCBF STAFF:** Meghan Reese, Executive Director; Tamanna Rahman, Program Director

**LEGAL COUNSEL:** Michael Jenkins; Best Best & Krieger.

## AGENDA

### ROLL CALL

### ITEM A. STAFF REMARKS

### ITEM B. PUBLIC COMMENT ON NON-AGENDA ITEMS

### ITEM C. BOARD MEMBER REMARKS

### CONSENT ITEM(S)

**ITEM 1. REVIEW AND APPROVAL OF HCBF BOARD MEETING MINUTES DATED MAY 22nd, 2020 (Attachment 1).**  
Recommendation to the Board: Approval of the HCBF Board meeting minutes dated May 22nd, 2020.

### REGULAR ITEM(S)

### ITEM 2. HCBF ANNUAL MEETING – OFFICER ELECTIONS

**SUMMARY:** In accordance with the bylaws, the seven-member Board shall hold an annual meeting to include, “the appointment or election of Directors, appointment of Officers, review of the annual budget and transaction of other business.”

Officers serve for renewable one-year terms without a term limit. HCBF, at this meeting, should fill the Officer position of Chair (currently held by Gisele Fong), Vice Chair (currently held by Ed Avol), Secretary (currently held by Cristin Mondy), and Chief Financial Officer (currently held by Jayme Wilson). The Board will reappoint the Officer positions (Chair, Vice Chair, Secretary, and CFO) for a one-year term.

#### **Recommendations to Board:**

- 1. Board shall consider and vote on the reappointment of Gisele Fong as Officer (Chair) for one-year term ending at the time of the Annual Meeting in 2021.**
- 2. Board shall consider and vote on the appointment of Ed Avol as Officer (Vice Chair) for one-year term ending at the time of the Annual Meeting in 2021.**
- 3. Board shall consider and vote on the appointment of Cristin Mondy as Officer (Secretary) for one-year term ending at the time of the Annual Meeting in 2021.**
- 4. Board shall consider and vote on the appointment of Jayme Wilson as Officer (Chief Financial Officer/Treasurer) for one-year term ending at the time of the Annual Meeting in 2021.**

### ITEM 3. HCBF ANNUAL MEETING – BOARD OF DIRECTOR ELECTIONS

**SUMMARY:** In accordance with the bylaws, the seven-member Board shall hold an annual meeting, to include “the appointment or election of Directors, appointment of Officers, review of the annual budget.”

Board members serve no more than three (3) consecutive two-year terms.

**Recommendations to Board:**

1. **Board shall consider and vote to renew terms for Ed Avol (Director Seat G), concluding his second term, and Richard Havenick (Director Seat E), concluding his first term as director.**

**ITEM 4. MINI GRANT ROUND DISCUSSION**

**SUMMARY:** At the May 2020 Board of Directors meeting, Board members and Staff discussed having a potential mini health-focused grant round and revising the CIP strategy. Staff will share potential strategy and identified partners to better respond to emerging community needs in Wilmington and San Pedro. Staff will facilitate a discussion with the Board to identify categories and criteria for funding within a health-focused grant round. The following document is included for the Board's review.

1. Staff Memo – Future HCBF Grantmaking

**Recommendation to the Board:**

1. **Convene ad hoc committee for the mini health grant round.**
2. **Identify categories and criteria for funding within a health-focused grant round.**

**ITEM 5. MEETING ADJOURNMENT**

**Next Meeting:**

10:00 AM., Friday, July 24th, 2020