



**MINUTES FOR THE
HCBF BOARD OF DIRECTORS SPECIAL MEETING**

Friday, May 12th, 2023, 11:30 A.M. PST
San Pedro Regional Library, Community Room
931 S. Gaffey Street, San Pedro, CA 90731

MEETING CALLED TO ORDER: 11:49 AM

BOARD ROLL CALL

Present: Ed Avol, Chair; Richard Havenick, CFO/Treasurer; Jayme Wilson, Director; and Hannah Bentley, Director.

Absent: Gabriela Medina, Vice Chair; Charlene Contreras, Secretary; and Magali Sanchez-Hall, Director.

ITEM A. PUBLIC COMMENT ON NON-AGENDA ITEMS

- None

ITEM B. STAFF REMARKS

- Board search ad hoc committee will be meeting with potential candidates. Committee anticipates presenting recommendation for a nominee for Director Seat D at the upcoming board meeting.
- Grant agreement for the Healthy Homes for Wilmington project has been approved by the LADWP Board Commissioners. Staff will be meeting with USGBC-LA, our partner, to kick-off the project.
- Staff is currently in the process of finalizing the contract with WattEV.

ITEM C. BOARD MEMBER REMARKS

- None

CONSENT ITEM(S)

ITEM 1. REVIEW & APPROVAL OF HCBF BOARD MEETING MINUTES DATED APRIL 28th, 2023.

- Board voted to approve the HCBF Board of Director's meeting minutes dated April 28th, 2023. Motion by Hannah Bentley. Seconded by Jayme Wilson. Roll call vote. Motion carried.

REGULAR ITEM(S)

ITEM 2. REVIEW AND APPROVAL OF JOB DESCRIPTION FOR HCBF EXECUTIVE DIRECTOR

- Executive Director Search ad hoc committee presented the draft Job Description for Executive Director. Board discussed the salary range and benefits. Staff to prepare release of approved job description. Motion by Jayme Wilson. Seconded by Richard Havenick. Motion carried.

ITEM 3. MEETING ADJOURNMENT

NEXT MEETING: 10:00 A.M., Friday, June 2nd, 2023 at the San Pedro Regional Library.

Meeting End Time: 12:04 PM.

I have reviewed the above minutes for accuracy and approve them:

Ed Avol, Chair

Date