

**MINUTES**  
**Board of Directors Meeting**  
**Friday, January 18, 2008**  
**IBM Building, WCRA Conference Room**

**ATTENDANCE**

Members present: Gloria Burton, Guillermo Castaneda, Donn Etherington, Billie Heath, John Smith, Mario Villanueva, Tomás Villanueva, Steven Witte and Mike Youngquist. Members participating by phone: Roger Bairstow, Dixie Kracht and Stella Vasquez. Ex Officio members present: Janet Abbett, Washington State Department of Community, Trade, and Economic Development. Staff present: Brien Thane and Rosalinda Mendoza.

Members not present: Mike Gempler and Alicia McRae.

**WELCOME AND INTRODUCTIONS**

Since Mario Villanueva had not yet arrived but a quorum was present, John Smith was asked to chair the meeting. John called the meeting to order at 10:50 a.m.

**II. APPROVAL OF THE MINUTES**

The Minutes of the November 16, 2007 Board meeting were reviewed. *Guillermo Castaneda moved approval of the Minutes. Tomás Villanueva seconded the motion, which passed unanimously.*

**III. Financial Reports –September 2007, Fiscal Year End**

The Finance Committee met Thursday, January 17<sup>th</sup> to review the December Financial Reports. Member of the Finance Committee, Donn Etherington provided overview of the December Revenue/Expense Statement.

The Trust received \$50,000 from Bank of America and invoiced HUD for \$72,273. Expenses were below budget. The Trust is currently advertising for a Development Director and until that position is filled in March, related expenses such as travel, long-distance, etc will be below projections. There are not unusual expenses beyond those associated with moving to the new office. Additional supplies were purchased for the new office and a truck was rented to move files: the Supplies and Miscellaneous line items are overspent by about \$150.

LeMaster Daniels were chosen to do the Trust's accounting but that they are also more expensive than we budgeted. LeMaster Daniels charges \$1,600/month and the budget assumes \$1,500/month. LeMaster is working with Brien to refine their fee proposal. In addition, Donn clarified that the Second Round for the Community Capacity Fund depends on both the Allen and Gates' decisions that will be announced in March 2008.

*Roger Bairstow moved approval of the December 31, 2007 Revenue/Expenses Report and Balance Sheets. Tomás seconded the motion. Motion passed unanimously.*

**IV. Green On-Farm Designs Project**

Rich Franko and Rachel Minnery, Mithun Architects and Tom Byers, Cedar River Group joined us to report on progress to date and sought the Board's comments/advise on preliminary prototype designs.

The goals of this project, funded by Enterprise Community Partners, are:

- Design two cost-effective on-farm housing prototypes that incorporate 'green' sustainable building measures.
- Designs will address the needs of both farm worker residents as well as growers. Focus groups were conducted in December 2006 toward this goal.
- Cost estimates for the prototypes will be based on both modular and site-built construction.
- The cost differential between International Building Code (IBC) and the 'green' design components will be quantified.

These designs and cost estimates will be shared with CTED and ORFH who are comparing the costs of prototype designs built to WA State Department of Health Temporary Worker Housing standards and IBC. The Trust's hope is to demonstrate that the cost of meeting IBC is marginal and that sustainable building practices are cost effective.

General discussion ensued.

## **V. Announcements & Updates**

Tomás: There is a bill in the Senate (S6416) that will prohibit the issuance of driver licenses for undocumented immigrants in Washington State. Tomás will send additional information and asked for the help of all board members in opposing this legislation.

Gloria Burton: The Archdiocese Housing Authority will begin constructing a 50-unit development in Centralia, Washington, which comes at a much-needed time after the floods last month.

Janet Abbet: Of the 14 million dollars set aside for farmworker housing, 9 million have been obligated to farmworker housing projects. Of the 4 million dollars for the Infrastructure Loan Program, 2.2 million have been awarded.

Mario Villanueva: Subprime losses for banks are reducing their appetite for purchasing tax credits and thus prices have fallen by up to 10 cents compared to previous decreases of 4 to 5 cents.

## **VI. Fundraising Update – Gates Foundation**

Annie Xuan Clark of the Bill & Melinda Gates Foundation conducted a site visit with us in the Yakima Valley on January 4. The visit included a tour of on-farm housing that meets WFSHT standards, community-based year-round and seasonal-occupancy rental housing as well as a homeownership development. The tour was followed by discussion with eight Trust directors, Mary McBride and Janet Abbett.

Staff sent Annie additional materials afterwards at her request. On Tuesday, January 15<sup>th</sup> Gates Foundation staff met to review all pending proposals. The next day Annie requested a follow-up meeting at which staff answered questions. Annie will be requesting a revised proposal from the staff, due January 25, 2008.

## **VII. Fiscal Year 2008 Work Plan and Program Updates**

At the November Board Meeting, directors asked staff to refine the Work Plan, prioritize activities (with fundraising as the top priority) and indicate general time allocations. Brien presented the updated Work Plan and program updates.

Brien mentioned that the staff has recently dedicated lots of time to Administration because of setting up the office and new staff.

## **VIII. Not In My Back Yard**

The WA State Human Rights Commission contacted Brien recently to ask what they can do to help counter local opposition to farm worker housing. At our suggestion, they are considering:

- Supporting HB2279 Fair Zoning Protections for Affordable Housing
- Filing *amicus* briefs on behalf of Bello Rio and Vista del Rio in Douglas County for their pending court hearings.

The Commission is interested in considering any other recommendations the Trust can offer.

Tomás commented that using media to educate people about the benefits of farmworker housing in the community could be effective in countering local opposition. Mike Youngquist suggested asking the Human Rights Commission (HRC) for funding to help with the rollout of the surveys. Gloria added that big part of the Archdiocese Housing Authority success in gathering support for farmworker housing from the community comes from their community outreach. She emphasized the importance of answering people's questions to counter the fears of NIMBYism. Mario mentioned that if there is HRC funding, that it be used to compile data such as the economic benefits of farmworker housing and success stories. Janet said that she was not aware of HRC granting funds to organizations but that HRC would be a good ally and information resource. John Smith suggested doing a video like "Raising the Roof" could be productive in informing people about the farmworker housing benefits. All Board members agreed in the value of collaborating with the HRC and John asked if the staff could email the Board more information about the Human Rights Commission.

## **IX. Coalition Building**

WSFHT co-sponsored Housing Advocacy Day at the Legislature in 2007 for \$1,000. Sponsoring Housing Advocacy Day 2008 (February 14) is included in the approved 2008 Budget.

The National Low Income Housing Coalition (NLIHC) is an important advocate at the federal level and a great source of research and information. Staff proposes we join the NLIHC for \$350 (membership funds are also included in the Budget.) *Guillermo moved and John seconded approving the Trust to join the NLIHC and pay \$350 membership annual fee.*

## **X. Board Planning**

Brien reminded Board members that there are still two vacancies that need to be filled (one Other Stakeholder Group Representative and one Community-based Housing Provider). All Board members present agreed to further discuss the April Elections and a possible retreat at the February meeting.

Guillermo clarified that in order to conduct business there needs to be a quorum present throughout the entire meeting and asked whether that should be specified in the Bylaws. Donn asked if our Bylaws don't already specify Robert's Rules of Order in which case the issue is already covered. Brien responded that Section 11.06 of our Bylaws state that rules of procedure at meetings shall be rules contained in Roberts' Rules of Order, which specify that any member noticing the apparent absence of a quorum can and should make a *Point of Order*. At that point, no further business can be conducted. In addition, if there is clear and convincing proof, no quorum was present when business was transacted, the presiding officer can rule that business invalid. Since our Bylaws already refer to the Roberts' Rules of Order, everyone agreed that there was no need to include the requirement of having a quorum present to conduct business in our Bylaws.

**ADJOURNMENT**

There being no further business, Billie Heath moved and Guillermo seconded adjournment. The meeting was adjourned at 3:05 p.m.

Respectfully Submitted: \_\_\_\_\_  
Secretary

Approved: \_\_\_\_\_  
President/Vice President