



## NOTICE

A Meeting of the Board of Directors  
Will be Held on Wednesday, February 8, 2018, at  
Our Lady of Tahoe Catholic Church, at 5:30 P.M.  
1 Elks Point Road, Zephyr Cove, NV 89448

## AGENDA

1. Opening Prayer (Chaplain)
2. Call to Order and Approval of Agenda (President)
3. Roll Call of Board Members and Determination of Board Quorum (Secretary)
4. Review and Approval of Minutes from Board of Directors Meeting on November 29, 2017 (Secretary)
5. Open Floor (*The President invites members and guests to comment on any item not listed on the agenda. Please limit comments to three minutes.*)
6. Sierra Garden Apartments Update:
  - a. Construction Update (Mark Day, Day Builders)
  - b. Introduction of Tracy O'Neal, Property Manager (Mark Day, Day Builders)
  - c. Waiting List Report (Interstate Realty Management/IRM)
  - d. Enforcement of No-Smoking Policy and Barton Health Cessation Program (IRM)
  - e. Landscape Changes (Mark Day, Day Builders)
  - f. Community Room Groundbreaking Ceremony (President)
  - g. Lahontan Permit Compliance Update (Executive Director)
7. Potential Housing Partnerships (President and Vice President):
  - a. Barton Health
  - b. Potential Contributors to Assist with Underlying Fees of Land Purchase
8. Office Manager Reports (Office Manager):
  - a. Annual Report
  - b. Website Update
  - c. Personnel Update
9. Bylaws Task Force Update (President and Board Member Fink)
10. Housing and Land Trust Program Plan Update (President)
11. Motel to Housing Loan Program Update (Office Manager)

### BOARD OF DIRECTORS

*President*  
**A. Lyn Barnett,**  
AICP

*Vice President*  
**Michael Riley**

*Secretary*  
**Frances P. Alling**

*Treasurer*  
**MaryAnne Brand**

**Jesse Walker**

**Karen Fink**

*Chaplain*  
**Rev. Msgr.**  
**Murrough C.**  
**Wallace**

*Executive Director*  
**Cathy Kope**

*Founded 2002*

*A 501 (c) (3)*  
*Charitable*  
*Organization*



*"Faith Builds Families, Homes, and Neighborhoods"*



12. Finances (Treasurer):

- a. Account Balances
- b. Profit and Loss Statement
- c. Budget and Budget Variance Report
- d. Banking Institutions Balances
- e. Financial Policies
- f. Fund Account Balances
- g. 2016 IRS Form 990 Return of Organization Exempt from Income Tax (Action Item/Acceptance)

13. Adjournment and Closing Prayer (President and Chaplain)

By:  President  
A. Lyn Barnett

Date: February 1, 2018

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