

**REGULAR MEETING OF THE PLUMAS COUNTY COMMUNITY DEVELOPMENT
CORPORATION HELD IN QUINCY, CA ON JUNE 26, 2023**

ROLL CALL

The meeting is called to order at 10:00 a.m. by Roger Diefendorf; Paul Mrowczynski, Kevin Goss, Cindy Ramsey and Tricia Elliott are present.

ADDITIONS TO OR DELETIONS FROM THE AGENDA

Director Mrowczynski requested to add Directors Non-Profit Insurance for the Board after VI. Resolution.

APPOINTMENT OF OFFICERS

Director Goss motioned to appoint Roger Diefendorf as President, Cindy Ramsey as Treasurer, and Tricia Elliott as Secretary. Paul Mrowczynski seconds. Approved.

DESIGNATE A PRINCIPLE OFFICE OF THE CORPRATION

It was agreed to designate the Plumas County Community Development Commission & Housing Authority building located at 183 W. Main Street, Quincy, CA as the principle office of the corporation.

APPROVAL OF THE BYLAWS

President, Diefendorf presented Attachment V.A, the Bylaws.

SECTION 2.4 TERMS OF OFFICE

Director Mrowczynski was appointed to serve an initial term of one (1) year and Director Goss was appointed to serve an initial term of two (2) years.

Director Goss motioned to approve the Bylaws as written with the appointments. Director Mrowczynski seconds. Approved.

RESOLUTION 2023-001 Authorize the opening of a bank account at Plumas Bank and designate officers authorized to open and access the account

President Diefendorf presented Resolution 2023-001.

Director Mrowczynski suggested to change 2.B. (1) from two signatures shall be required for checks exceeding \$10,000 to \$5,000.

Director Goss motioned to approve Resolution 2023-001 with the amendment. Director Mrowczynski seconds. Approved.

DIRECTORS NON-PROFIT INSURANCE

Director Mrowczynski suggested the Corporation have some kind of liability insurance for the board members. It was agreed to contact Flannigan & Levitt for the liability insurance.

SOLICITATIONS FOR PRIVATE FUNDING

President Diefendorf suggested SPI Foundation and McConnell Foundation for private funding.

Director Goss stated he knew of other funders who would be interested.

Director Mrowczynski suggested to look around and see where the funding streams are first because the County has four committees that have projects developed, discussed or assessed. There is already a mechanism in place for identifying key projects. Housing access and food access would come in under natural resources and agriculture. We don't want to duplicate, but collaborate. Mrowczynski suggested to do a summary of what is already out there and bring it to the next meeting. Also, it is a good time to do a feasibility survey before writing any further grants.

President Diefendorf suggested Katie Harris to assist with the survey.

Director Mrowczynski stated Ms. Harris would be a perfect in-kind effort for a match.

Director Mrowczynski offered to reach out the County grant writer, Zack Gately.

BUSINESS PLAN

President Diefendorf presented a draft mission statement.

Director Mrowczynski stated the corporation should look at the mission statement, identify specific outcome based goals, from those outcome based goals come activities, from activities come a deadline and a person responsible. This is what the end product of a five-year strategic plan looks like. In order to go through the process, you need to identify present strengths and weaknesses. Also, look at the future for opportunities and challenges. Because this is a relatively new board the strengths and weaknesses would arise from the Lassen-Plumas-Sierra Community Action Agency. Mrowczynski sees this board being a supplement to the Agency. From an audit standpoint, the corporation need a Separation of Powers and to specifically differentiate the role of the Agency versus the corporation in writing. The Business Plan should have outcomes for year one, two, three etcetera based on the set priorities.

It was decided to put the Business Plan over to the next meeting along with the Separation of Powers.

LEASE FOOD TRAILER TO NON-PROFIT

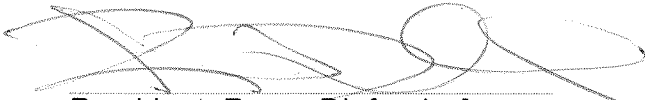
Directors decided to leave the food trailer with Lassen-Plumas-Sierra Community Action Agency.

PROJECTS/PROGRAMS-None

BOARD OF DIRECTORS ANNOUNCEMENTS AND REPORTS-None

ADJOURNMENT

The Corporation adjourns at 9:50 a.m. The next meeting is scheduled for Wednesday, August 2, 2023 at 9:00 a.m.

A handwritten signature in dark ink, appearing to read 'R. Diefendorf', written over a horizontal line.

President, Roger Diefendorf

Attest:

A handwritten signature in dark ink, appearing to read 'Tricia Elliott', written over a horizontal line.

Secretary, Tricia Elliott