AGENDA OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE HOUSING AND OPPORTUNITY FOUNDATION OF KERN, LOCATED AT: 601 24th ST., BAKERSFIELD, CALIFORNIA TO BE HELD ON WEDNESDAY, APRIL 09, 2025, AT: 12:30 P.M.

1. **Call to Order**, Roll Call, and Introduction of Guests

2. **Adoption of Agenda**

3. **Approval of the Minutes** of the Regular Meeting on 01-08-25 held at 601 24th Street.

4. **Reports from the Chair-Woman and/or Directors of the Board**

5. **Election of Officers**

6. **Updated Signers for the Bank Account**

7. **Financial Report**

8. **Max Bacerra Scholarship Review Committee Appointments**

9. **Next Meeting**

   The next regular meeting of the Board of Directors of the Housing and Opportunity Foundation of Kern will be held on **Wednesday, August 6, 2025 at 12:30 p.m.,** at the Housing Authority's Central Office, located at: 601 – 24th Street, Bakersfield, California.

10. **Adjournment**

If you require **special assistance** to participate in this Meeting, please call: 661-631-8500, ext. 1410, to make reasonable arrangements to ensure accessibility to this Meeting. For the hearing impaired, requests can be made via the California Relay Service at the numbers below:

TTY:	1-800-735-2929
Voice:	1-800-735-2922
Spanish:	1-866-734-2766
Speech to Speech:	1-866-734-2305

Requests for assistance should be made at least two (2) days in advance whenever possible. This is to certify that this Agenda was posted at: The Housing and Opportunity Foundation of Kern's office, located at: 601 -24th Street, Bakersfield, CA 93301, on July 9, 2021. Documents submitted to a majority of the Foundation Directors fewer than 72 hours prior to a public meeting are available for public inspection at the public counter of the Housing and opportunity Foundation of Kern's office, located at: 601 – 24th Street, Bakersfield, CA 93301, as soon as they are distributed to Foundation Directors.

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H. Kimmel

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE HOUSING AND OPPORTUNITY FOUNDATION OF KERN, TO BE HELD AT: 601 24th ST., BAKERSFIELD, CALIFORNIA ON WEDNESDAY, APRIL 09, 2025 AT: 12:30 PM

1. Call to Order, Roll Call, and Introduction of Guests

Chair Janssen initiated the Regular Meeting of the Board of Directors of the Housing and Opportunity Foundation of Kern, held at 601 24th Street, Bakersfield, California on Wednesday January 08, 2025, at 12:39 p.m.

Present Directors:	Raju Jassar, Dee Slade, Jessica Janssen, Gabriela Mello, Samy Abiaoui, Brooke Ary
HA Staff:	Heather Kimmel, Petra Bantum, Rhonda Meza
Absent:	Andrea Hill, Michael Bowers, Shontay Smith-Sweeney, Max P. Bacerra

2. Adoption of Agenda

A motion was made to Approve the Agenda by Director Abiaoui *and seconded by Director Slade. It was carried by Chair Janssen, Director Jassar, Director Ary, and Director Mello. Absent: Vice-Chair Smith-Sweeney, Director Hill, Director Bacerra and Director Bowers. There were no abstentions.*

3. Approval of the Minutes of the Regular Meeting on **October 16th, 2024** held at 12:30 p.m.

A motion was made to Approve the minutes from the October 16th meeting by Director Slade and seconded by Director Jassar. It was carried by Chair Janssen, Director Abiaoui, Director Slade, Directory Ary and Director Mello. Absent: Director Smith-Sweeney, Director Bacerra, Director Hill and Director Bowers. There were no abstentions.

4. Authorization to Recommend the Reappointment of Shontay Smith-Sweeney to the Board of Directors for a Three-Year Term.

A motion was made to Authorization to Recommend the Reappointment of Shontay Smith-Sweeney to the Board of Directors for a Three-Year Term by Director Jassar and seconded by Director Slade. It was carried by Chair Janssen, Directory Ary, Director Abiaoui and Director Mello. Absent: Vice-Chair Smith-Sweeney, Director Hill, Director Bacerra and Director Bowers. There were no abstentions.

5. Election of Officers

A motion was made to open nominations for Elections of 2025 Officers to April by Director Abiaou and seconded by Director Jassar. It was carried by Chair Janssen, Directory Ary, Director Slade and Director Mello. Absent: Vice-Chair Smith-Sweeney, Director Hill, Director Bacerra and Director Bowers. There were no abstentions.

6. Reports from the Chair-Women and/or Directors of the Board

No reporting's

7. Financial Report

CFO Bantum recapped the financial report documents for the financial results as of December 2024 second quarter. The board was pleased with the current revenue.

A motion was made to Receive and File by Director Jassar and seconded by Director Abiaoui. It was carried by Chair Janssen, Directory Ary, Director Slade and Director Mello. Absent: Director Hill, Director Bacerra, Vice-Chair Smith-Sweeney and Director Bowers. There were no abstentions.

8. Approval of 2024 Financial Report

A motion was made to Approval of 2024 Financial Report by Director Slade and seconded by Director Abiaoui. It was carried by Chair Janssen, Director Jassar, Directory Ary and Director Mello. Absent: Director Hill, Director Bacerra, Vice-Chair Smith-Sweeney and Director Bowers. There were no abstentions.

9. Annual Report

Executive Director Kimmel shared that for this last fiscal year July-June we had 25 college recipients, 80 families attend Building Hope, 400 families participated in financial literacy workshops, 800 seniors participated in social activities, 170 children participated in youth programs like homework club and back to school clothing, 80 children received tablets, Jessica's Christmas provided gifts to 250 families and 6 helping hands grants were given for utilities.

10. Fundraising Committee Selection

Executive Director Kimmel reported that the board members in the last meeting approved the date and location. Housing Authority staff were working on organizing themselves for event preparation. Three members will be on the committee Director Mello, Vice-Chair Smith Sweeny will be asked, and Director Ary.

11. Approval of 2025 Meeting Schedule

Executive Director Kimmel shared we are currently on a quarterly schedule on Wednesdays 12:30pm located on 601 24th Street. This time and date continue to work for the board members, will keep as is.

12. Executive Director Report

Executive Director Kimmel wanted to thank the board for their participation with Jessica's Christmas this was the highest board participation year since I have been apparent of the foundation whether that was committing your time and your resources or financially bringing in additional funds. Angela Brown wanted me to share we had 73 children that received gifts including things like bike and scooters, Max Bacerra's group provided gifts for 15 families, and she wanted to give special thank you to Director Mello and her friends for providing meals and gifts to Pinewood Glen.

13. Next Meeting

The next meeting of Board of Directors – Housing and Opportunity Foundation of Kern will be held on **Wednesday April 9th, 2025 at 12:30 p.m**., at the Housing Authority's Central Office Large Conference Room, located at: 601 24th Street – Bakersfield, CA 93301.

14. Adjournment

A motion was made to Adjourn by Director Slade and seconded by Director Jassar. It was carried by Chair Janssen, Director Abiaoui, Director Mello, Director Ary, and Director Mello. Absent: Vice-Chair Smith-Sweeney, Director Hill, Directory Bacerra, and Director Bowers. There were no abstentions. 1:11pm

Housing & Opportunity Foundation of Kern
Agenda Item Submission Sheet

Date: April 09, 2025

TITLE: Approval of Minutes

SUBMITTED BY: Rhonda Meza

SUPPORTING DATA: Minutes

NARRATIVE: Approval of the Minutes

Attached are the minutes from the January 2025 Regular Meeting for review and approval.

Housing & Opportunity Foundation of Kern
Agenda Item Submission Sheet

Date: April 09, 2025

TITLE: Reports from the Chair-Woman and/or Directors of the Board

SUBMITTED BY: Heather Kimmel

SUPPORTING DATA: N/A

NARRATIVE:

Housing & Opportunity Foundation of Kern
Agenda Item Submission Sheet

Date: April 9, 2025

TITLE: Election of Officers

SUBMITTED BY: Heather Kimmel

SUPPORTING DATA:

NARRATIVE:

We must elect the officers of the Housing and Opportunity Foundation of Kern board for the 2025 calendar year. Currently the officers are:

- Jessica Janssen – Chair
- Shontay Smith-Sweeney – Vice Chair
- Andrea Rutherford-Hill – Secretary/Treasurer

We would like to request that the board open nominations and install the 2025 officers.

Housing & Opportunity Foundation of Kern
Agenda Item Submission Sheet

Date: April 9, 2025

TITLE: Updated Signers for the Bank Account

SUBMITTED BY: Heather Kimmel

SUPPORTING DATA:

NARRATIVE:

Currently the signers for our bank account are:

- Heather Kimmel, ED
- Andrea Hill, Secretary/Treasurer
- Jessica Janssen, Chairwoman

If there were changes to the Secretary/Treasurer position, or the Chairwoman position during the annual election, we will need to update our signers.

Housing & Opportunity Foundation of Kern
Agenda Item Submission Sheet

Date: April 9, 2025

TITLE: Financial Report

SUBMITTED BY: Petra Bantum

SUPPORTING DATA: Financial Records

NARRATIVE: Financial Reports will be Provided During the Meeting.

Housing & Opportunity Foundation (HOFK)

HOFK - March 2025 / FY25

as of 04/09/2025

Statement of Activities

	FY25 Budget 07/01/24-06/30/25	Total To Date
Revenue		
Grants/Contracts	80,000.00	60,000.00
Fundraisers/Events Donations	60,000.00	67,890.00
Miscellaneous Income	300.00	470.00
Microlending Loan Revenue	6,000.00	2,328.16
Interest Earned	10,000.00	13,625.06
Donations	0.00	0.00
Transfer In from Reserves	0.00	0.00
Total Revenue	**156,300.00**	**144,313.22**
Expenses	**Budget**	**Total To Date**
Back-to-School Drive	8,000.00	7,932.03
Bower's Book Depot	2,000.00	0.00
Building Hope Conference	20,000.00	585.34
STEM	2,500.00	340.50
Fundraising Costs	20,000.00	22,730.34
Helping Hands	10,000.00	2,184.88
Insurance	1,200.00	0.00
Jessica's Christmas	10,000.00	9,330.55
Legal/Bank Fees/Other	500.00	2,416.97
Senior Social Activities	3,000.00	0.00
Scholarships	12,000.00	75.95
Supplies and Materials	2,500.00	1,292.90
Tax and Financial Reviews	6,500.00	6,225.00
Teen Life Skills Program	3,000.00	0.00
Travel and meetings	900.00	411.56
Employment and Training	20,000.00	1,974.45
Home Ownership	25,000.00	5,686.80
Microlending	6,000.00	0.00
Citizens Business Bank grant exp	2,500.00	451.51
Wells Fargo grant exp	700.00	0.00
Website Hosting	0.00	1,602.00
Total Expenses	**156,300.00**	**63,240.78**
Revenue over Expenses	**0.00**	**81,072.44**

SPECIAL PROJECTS REPORTING - INCEPTION TO DATE

The total budget for the special projects was approved as part of the FY24 Budget.
$128,837 was carried over for FY25.

Costs are being reported by fiscal year.

	Budget	FY25 Costs	FY24 Costs	Total Costs
Revenue				
Transfer from Reserves	130,000.00			
Expenses				
Community Room Rehab	50,000.00	15,317.24	0.00	15,317.24
Tablets for Participants (Kids)	30,000.00	6,197.29	0.00	6,197.29
Furniture and Supplies	50,000.00	858.79	1,163.00	2,021.79
Total Expenses	**130,000.00**	**22,373.32**	**1,163.00**	**23,536.32**
Revenue over Expenses	**0.00**	**-22,373.32**	**-1,163.00**	**-23,536.32**
		58,699.12 total FY25 activity - no reserve transfer		*106,463.68 remaining*

Housing & Opportunity Foundation (HOFK)
HOFK - March 2025 / FY25
as of 04/09/2025

Statement of Financial Position

ASSETS

Cash-Undesignated (Cash - Unrestricted)	43,364.87
Savings	10,834.22
Money Market	277,741.62
Certificate of Deposit	149,953.01
A/R - loans	30,817.54
Other A/R	2,228.50
Total Assets	**514,939.76**

LIABILITIES

Advances from Title V/Housing Authority	-
Other liabilities	4,298.59
Total Liabilities	4,298.59

EQUITY

Unrestricted - URA	329,073.46
Restricted - RNA	181,567.71
Total Equity	510,641.17
Total Liability and Equity	**514,939.76**

Housing & Opportunity Foundation of Kern
Agenda Item Submission Sheet

Date: April 09, 2025

TITLE: Formation of the 2025 Max Bacerra Scholarship Review Committee

SUBMITTED BY: Heather Kimmel

SUPPORTING DATA: N/A

NARRATIVE:

Each Year the Foundation provides funds to current and future college students who are assisted through the Housing Authority Programs. A committee is formed consisting of two Housing Authority board members and two Foundation board members to review the applications and allocate the awards. This year the Housing Authority board appointed Jessica Janssen and Carlos Baldovinos.

We are seeking two Foundation board members to serve on the committee this year.

Heather Kimmel
EXECUTIVE DIRECTOR

BOARD OF DIRECTORS

Jessica Janssen
Chair
Office of Asm. Vince Fong

Shontay Smith-Sweeney
Vice-Chair
Valley Strong Federal Credit Union

Gabriela Mello
Citizens Business Bank

Andrea Hill
Treasurer and Secretary
A R Hill CPA

Max P. Bacerra
Pacificus IV Company

Raju Jassar
Keller Williams Realty

Michael Bowers
Centric Health

Dee Slade
African American Network of Kern County

Samy Abiaoui
MG Consulting Company

Brooke Ary
U.S. Bank

601 -24TH STREET
BAKERSFIELD, CA 93301
PHONE: (661) 631-8500
FAX: (661) 631-9500

HOUSING & OPPORTUNITY
Foundation of Kern

2025 Board of Directors Meetings

The Housing and Opportunity Foundation of Kern Board Meetings are held quarterly at: 601 24th Street, Bakersfield, CA 93301, second floor Large Conference Room at 12:30 p.m. Below is the 2025 meeting calendar:

- **January 8, 2025**
- **April 9, 2025**
- **July 9, 2025**
- **October 8, 2025**

Sincerely,

Heather Kimmel
Executive Director