

**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 TUESDAY, JULY 18, 2023, AT: 11:30 A.M.**

1. **Call to Order**, Roll Call, and Introduction of Guests
2. **Adoption of Agenda**
3. **Board Training Presented by Steve Sanders**
4. **Approval of the Minutes** of the Regular Meeting on 04/20/2023 held at 601 24th Street.
5. **Reports from the Chair-Woman and/or Directors of the Board**
6. **Financial Report**
7. **Approval of the 2023-2024 Amended Budget**
8. **Authorization to submit Credit Card application with Valley Strong Federal Credit Union**
9. **Fundraising Committee Report**
10. **Executive Director Report**
11. **Next Meeting**

The next regular meeting of the Board of Directors of the Housing and Opportunity Foundation of Kern will be held on **Tuesday, October 17, 2023 at 11:30 a.m.**, at the Housing Authority's Central Office Board Room, located at: 601 – 24th Street, Bakersfield, California.

12. **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.

H. Kimmel

Housing & Opportunity Foundation of Kern

Agenda Item Submission Sheet

Date: July 18, 2023

TITLE: Board Training Presented by Steve Sanders

SUBMITTED BY: Heather Kimmel

SUPPORTING DATA: N/A

NARRATIVE:

During the annual board workshop held in April of this year, the board expressed a need to hold a formal training. This training will cover topics such as;

- Fiduciary duty to include role as fundraisers
- Brown act compliance

This training is being provided by Steve Sanders, Chief of Staff for the Kern County Superintendent of Schools. Mr. Sanders is skilled in the nonprofit and public sectors with a focus on communications, budgeting, resource development, strategic planning, event management, and community outreach. He is a strong community and social services professional with a Master's Degree focused in Public Administration from CSUB.

**Housing & Opportunity Foundation of Kern
Agenda Item Submission Sheet**

Date: July 18, 2023

TITLE: Approval of Minutes

SUBMITTED BY: Heather Kimmel

SUPPORTING DATA: Minutes

NARRATIVE:

Attached are the minutes from the April 2023 meeting for review and approval.

**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 TUESDAY, APRIL 20, 2023 AT:
11:30 AM**

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

Director 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 Tuesday, April 20, 2023, at 11:44 a.m.

Present Directors: Max Bacerra, Michael Bowers, Jessica Janssen, Andrea Hill,
Shontay Smith-Sweeny, Dee Slade,

HA Staff: Heather Kimmel, Petra Bantum

Absent: Gabriela Mello, Raju Jassar, Samy Abiaoui,

2. **Adoption of Agenda**

H. Kimmel requested to move all the action Items to the top of the Agenda.

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

3. **Approval of the Minutes** of the Regular Meeting on **January 10, 2023**, held at 11:30 a.m.

*A motion was made Approve the Regular Meeting Minutes on January 10, 2023, held at 11:30 a.m. by Director Slade seconded by Director Bowers. It was carried by J. Janssen, A. Hill, S. Smith-Sweeny, M. Bacerra
Absent: Vice-Chair Mello, S. Abiaoui, R. Jassar. There were no abstentions.*

4. **Elections of Officers**

A motion was made to Close Nominations and Elect Jessica Janssen as Chair, Shontay Sweeny-Smith as Vice-Chair, and Andrea Hill as Secretary Treasurer with the term Ending April 2024 by Director Bacerra and seconded by Director Slade it was carried by M. Bowers, J. Janssen, A. Hill. Absent: Vice-Chair Mello, S. Abiaoui, R. Jassar. There were no abstentions

5. **Financial Report**

P. Bantum provided a report including a recap statement of activities, balance sheets, and statements of financial position for March 2023 based on prelim actuals.

P. Bantum highlighted areas of the financial statement of March 2023:

- Total Assets of \$449,000
- Total Revenue of \$163,000

- Total Expenses of \$75,000
- Total Revenue over Expenses of \$88,000
- Total Equity of \$445,000
- Total Liabilities of \$4,000

No action was taken.

6. Approval of the 2023-2024 Annual Budget

H. Kimmel went over the Proposed Budget for the next Fiscal Year and did a breakdown of the revenue and expenses for each program:

A motion was made to Approve the 2023-2024 Annual Budget by Director Hill and was seconded by Director Sweeny-Smith. It was carried by M. Bowers, J. Janssen, D. Slade, M. Bacerra. Absent: Vice-Chair Mello, S. Abiaoui, R. Jassar. There were no abstentions

7. Authorization to Recommend the Reappointment of Michael Bowers to the Board of Directors of the Housing and Opportunity Foundation of Kern for a Three-Year Term

H. Kimmel recommended for the reappointment of Michael Bowers to the Foundation Board of Directors to serve a three-year term with the Housing and Opportunity Foundations of Kern.

A motion was made to Approve to Recommend the Reappointment of Michael Bowers as a Board Member to serve a three-year term by Director Slade seconded by Director Bacerra. It was carried by J. Janssen, A. Hill, S. Smith-Sweeny. Absent: Vice-Chair Mello, S. Abiaoui, R. Jassar. There were no abstentions.

8. Authorization to Issue a Foundation Debit Card from Valley Strong Credit Union to Lead Service Coordinator Cecilia Toquillas and Angela Brown

H. Kimmel recommended issuing a Foundation Debit Card to both Lead Service Coordinator Celica Toquillas and Angela Brown because the Foundation currently only has one Debit Card.

S. Smith-Sweeny inquired about the credit limit for the Card.

H. Kimmel reported the maximum limit for the debit card is \$2,500.

S. Smith-Sweeny suggests reducing the debit card limit to \$500 and setting up alerts for card usage.

9. Resolution to Approve Cecilia Toquillas and Angela Brown to obtain a Foundation Debit Card

A motion was made to Approve the Resolution to issue a Foundation Debit Card to Lead Services Coordinator Cecilia Toquillas and Angela with \$500 limit restriction by Director Bacerra and was second by Director Slade It was carried by J. Janssen, A. Hill, M. Bowers, S. Smith-Sweeny. Absent: Vice-Chair Mello, S. Abiaoui, R. Jassar. There were no abstentions.

10. Authorization to Allocate \$14,000 to the Housing Authority's 2023 Max Bacerra Scholarship Award Program

A motion was made to Allocate \$14,000 to the Housing Authority's 2023 Max Bacerra Scholarship Awards Program by Director Smith-Sweeny and seconded by Director Hill It was carried by M. Bacerra, J. Janssen, D. Slade, M. Bowers.

Absent: Vice-Chair Mello, S. Abiaoui, R. Jassar. There were no abstentions

11. Appointment of Board Members to the Scholarship Committee

H. Kimmel reported the Housing Authority Board is requesting the appointment of two board members to the 2023 Max Bacerra Scholarship Review Committee. The Scholarship Review Committee will review the applications and select this year's recipients along with the Housing Authority Board members. Angela Brown is the lead for this committee.

H. Kimmel reported the Housing Authority had appointed Chairman Jassar, and Commissioner Lake.

Jessica Janssen and Andera Hill volunteered to join the Scholarship Review Committee.

Michel Bowers left the meeting at 12:21 pm.

A motion was made to confirm the Appointment of Jessica Janssen and Andrea Hill to the 2023 Max Bacerra Scholarship Review Committee by Director Slade and seconded by Director Bacerra It was carried by M. Bowers, J. Janssen, A. Hill, S. Smith-Sweeny

Absent: Vice-Chair Mello, S. Abiaoui, R. Jassar. There were no abstentions

12. Fundraising Committee Selection

Michel Bowers left the meeting at 12:21 pm.

H. Kimmel reported it's time to start planning the Annual Fundraiser, but we are currently behind schedule. Heather is requesting to establish a committee to work with staff on the 2023 Fundraiser. The committee should consist of at least 3 members but no more than 5 members.

H. Kimmel reported the tentative date for the fundraising date is August 25, 2023, and the budget for the event is \$30,000.

Michael Bowers will chair the fundraising committee along with Jessica Janssen and Shontay Smith-Sweeny.

Items Carried Over:

13. Reports from the Chair and/ or Directors of the Board

M. Bacerra inquired about the Foundation's social media pages and website.

H. Kimmel reported that the Foundation website and social media are up-to-date but our social media needs to be updated more often.

D. Slade suggested that the foundation consider implementing a newsletter as a means of communication.

14. **Strategic Planning**

H. Kimmel reported the Foundation had a reserve account balance of approximately \$336,000.

The board agreed to use the reserves for the following activities:

- Increase Jessica's Christmas from \$6,000 to \$8,000
- Increase Helping Hands from \$3,000 to \$10,000 and fold in assistance with housekeeping assistance along with barriers our new building hope clients might have.
- Added a line item for Senior Social Activities funded at \$3,000
- Added a line item for a back-to-school drive and funded at \$10,000
- Added a line item for a life skills program for teenagers that will include a college campus tour funded at \$3,000
- Increased the Building Hope Conference from \$15,000 to \$20,000
- Keep the Max Bacerra Scholarships at \$10,000
- Added a line item to keep Bowers Book Depot re-stocked and maintained each year funded at \$2,000
- Kept the WIN program funded at \$6,000 with the revenue from paid back loans
- Kept the employment and training workshops that are funded through Wells Fargo
- Kept My Financial Academy that is funded through Wells Fargo
- Kept Credit Counseling that is funded through Wells Fargo
- Added a onetime investment for:
 - Upgraded computer labs \$50,000
 - Tablets for kids participating in activities \$20,000-\$30,000
 - Furniture and supplies for the sites \$50,000-\$80,000

No action was taken

15. **2021-2022 Annual Report**

H. Kimmel went over the following programs and services the Foundation was able to support in FY 2021/2022:

- Providing financial literacy classes to 58 families
- Providing homeownership and credit counseling classes to 45 families
- Providing employment readiness classes to 39 families
- Providing 60 families with food gift cards during Thanksgiving
- Distributing 124 gifts to families during Christmas
- Engaging over 200 seniors in meaningful activities
- Engaging over 400 youth in meaningful activities such as homework club, teen club, and afterschool programs
- Providing 11 scholarships to college bound students
- Awarded nearly \$9,000 in microloans to entrepreneurs to start their small businesses
- Awarded 2 families with micro grants through the helping hands programs to address emergency life situations

No action was taken

16. **Executive Director Report**

H. Kimmel provided the following updates:

Steve Sanders has agreed to provide a one-hour board training free of charge. The Board training will be scheduled May 8th.

H. Kimmel reported the HOFK meetings are required to fall under the Brown Act and that we are currently out of compliance. This implies the following:

- We must publicly notice our meetings 72 hours in advance by putting our agenda on our website.
- We must post our agenda in the lobby of wherever we meet.
- Board members must attend meetings in person to establish a quorum and to vote.
- There cannot be a quorum of board members that gather outside of publicly noticed meetings.

John Sanders had to make the difficult decision to step away from the board. John Sanders will thank for his service at the next Housing Authority Board Meeting on May 10th at 2:00 pm.

H. Kimmel stated the kick off date for the Non-Profit Management Training program has been delayed due to some internal restructuring at the Housing Authority. There should be an update available on this item at the next board meeting in July. The Lead service coordinator will help facilitate the HOFK meetings.

H. Kimmel reported the Foundation has two events that are coming up that we would like the board to participate:

- The Foundation has been nominated for a Beautiful Bakersfield Award- June 17, 2025 at 5:00 p.m.

The Board has decided to buy a table for the upcoming event. Heather and another Board member will represent the Foundation and accept the award in case of a win.

- The Building Hope conference is scheduled for May 25, 2023, at the Double Tree Hotel at 3:00 pm.

17. **Next Meeting**

The next meeting of Board of Directors - Housing and Opportunity Foundation of Kern will be held on **Tuesday, July 11, 2023 at 11:30 a.m.**, at the Housing Authority's Central Office Board Room, located at: 601 – 24th Street, Bakersfield, California.

18. **Adjournment**

The Regular Meeting of the Board of the Housing and Opportunity of the County of Kern was Adjourned.

A motion was made to Adjourn the Regular Meeting of the Housing and Opportunity Foundation of Kern by Director Slade seconded by Director Bacerra. It was carried by J.

Janssen, A. Hill, and S. Smith-Sweeny

Absent: Vice-Chair Mello, S. Abiaoui, R. Jassar, M. Bowers. There were no abstention

**Housing & Opportunity Foundation of Kern
Agenda Item Submission Sheet**

Date: July 18, 2023

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: July 18, 2023

TITLE: Financial Report

SUBMITTED BY: Petra Bantum

SUPPORTING DATA: Financial Records

NARRATIVE:

Housing & Opportunity Foundation (HOFK)

HOFK - Jun 2023 / FY23

as of 07/07/2023

Recap

| | | | 01 UNA | 02 HOFK UNA | 03 RNA | 04 RNA |
|---|-----------------------------------|-------------------|-------------------|------------------------|---|---|
| | FY2022-2023 Approved Budget | Total YTD | Agency | Supportive Services | Job Search / Education/Hsg Opp Fund | Housing Counseling /Financial Capability Fund |
| Revenue | | | | | | |
| Grants/Contracts | 53,900.00 | 60,000.00 | - | - | - | 60,000.00 |
| Fundraisers/Events Donations | 50,735.00 | 134,974.64 | 134,974.64 | - | - | - |
| Donations | 10,000.00 | 2,666.98 | 2,666.98 | - | - | - |
| Lunch Meeting Revenue | 450.00 | 450.00 | 450.00 | - | - | - |
| Microlending-Loan Revenue | 4,000.00 | 9,037.62 | 9,037.62 | - | - | - |
| Transfer In | 0.00 | - | - | - | - | - |
| Total Revenue | 119,085.00 | 207,129.24 | 147,129.24 | - | - | 60,000.00 |
| Expenses | | | | | | |
| Employment & Training | 8,000.00 | - | - | - | - | - |
| Free Library | 10,000.00 | 5,345.04 | - | - | 5,345.04 | - |
| FSS Conference | 10,000.00 | 9,061.57 | - | - | - | 9,061.57 |
| Fundraising Costs | 20,000.00 | 45,776.96 | 45,776.96 | - | - | - |
| Helping Hands | 3,000.00 | 1,750.00 | - | 1,750.00 | - | - |
| Home Ownership | 20,000.00 | 24,834.07 | - | - | - | 24,834.07 |
| Insurance | 1,135.00 | 1,160.00 | 1,160.00 | - | - | - |
| Jessica's Christmas | 5,000.00 | 5,651.67 | - | 5,651.67 | - | - |
| Legal/Bank Fees/Other | 500.00 | 568.07 | 568.07 | - | - | - |
| Microlending (WF) | 20,000.00 | - | - | - | - | - |
| Special Needs/Stipends/Scholarships | 10,000.00 | 24,200.00 | - | - | 24,200.00 | - |
| STEM Programs | 5,000.00 | - | - | - | - | - |
| Tax and Financial Reviews | 6,000.00 | 5,855.00 | 5,855.00 | - | - | - |
| Lunch Meeting Exp | 450.00 | 633.73 | 633.73 | - | - | - |
| Telecommunications | 0.00 | 205.68 | 205.68 | - | - | - |
| Marketing and Advertising | 0.00 | 880.00 | 880.00 | - | - | - |
| Supplies and Materials | 0.00 | 1,051.42 | 1,051.42 | - | - | - |
| Total Expenses | 119,085.00 | 126,973.21 | 56,130.86 | 7,401.67 | 29,545.04 | 33,895.64 |
| Revenue over Expenses | - | 80,156.03 | 90,998.38 | (7,401.67) | (29,545.04) | 26,104.36 |
| Prior Year Reserves-FY2022 Draft Audit | - | 361,258.00 | 210,460.00 | 31,426.00 | 51,744.00 | 67,628.00 |
| Total Equity | - | 441,414.03 | 301,458.38 | 24,024.33 | 22,198.96 | 93,732.36 |
| | | | | HOFK - URA *** | RNA *** | RNA *** |
| | | | | | TOTAL *** | 139,955.65 |

Housing & Opportunity Foundation (HOFK)

HOFK - Jun 2023 / FY23

as of 07/07/2023

Statement of Activities

| Revenue | Budget | Total To Date |
|-------------------------------------|-------------------|----------------------|
| Grants/Contracts | 53,900.00 | 60,000.00 |
| Fundraisers/Events Donations | 50,735.00 | 123,474.64 |
| Donations - Free Library | 0.00 | 11,500.00 |
| Donations | 10,000.00 | 2,666.98 |
| Lunch Meeting Revenue | 450.00 | 450.00 |
| Microlending-Loan Revenue | 4,000.00 | 9,037.62 |
| Transfer In | 0.00 | 0.00 |
| Total Revenue | 119,085.00 | 207,129.24 |
| | | |
| Expenses | Budget | Total To Date |
| Employment & Training | 8,000.00 | 0.00 |
| Free Library | 10,000.00 | 5,345.04 |
| FSS Conference | 10,000.00 | 9,061.57 |
| Fundraising Costs | 20,000.00 | 45,776.96 |
| Helping Hands | 3,000.00 | 1,750.00 |
| Home Ownership | 20,000.00 | 24,834.07 |
| Insurance | 1,135.00 | 1,160.00 |
| Jessica's Christmas | 5,000.00 | 5,651.67 |
| Legal/Bank Fees/Other | 500.00 | 568.07 |
| Microlending (WF) | 20,000.00 | 0.00 |
| Special Needs/Stipends/Scholarships | 10,000.00 | 24,200.00 |
| STEM Programs | 5,000.00 | 0.00 |
| Tax and Financial Reviews | 6,000.00 | 5,855.00 |
| Lunch Meeting Exp | 450.00 | 633.73 |
| Telecommunications | 0.00 | 205.68 |
| Marketing and Advertising | 0.00 | 880.00 |
| Supplies and Materials | 0.00 | 1,051.42 |
| Transfer Out | 0.00 | 0.00 |
| Total Expenses | 119,085.00 | 126,973.21 |
| | | |
| Revenue over Expenses | 0.00 | 80,156.03 |

Housing & Opportunity Foundation (HOFK)

HOFK - Jun 2023 / FY23

as of 07/07/2023

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Statement of Financial Position

ASSETS

| | |
|---|------------|
| Cash-Undesignated (Cash - Unrestricted) | 278,354.68 |
| Cash- Restricted (Grant/Contracts) | 139,955.65 |
| Tenant A/R | 23,103.70 |

| | |
|---------------------|-------------------|
| Total Assets | 441,414.03 |
|---------------------|-------------------|

LIABILITIES

| | |
|---|-----------|
| Advances from Title V/Housing Authority | 20,913.24 |
| Tenant Pre Paid rent | 2,354.18 |

| | |
|--------------------------|------------------|
| Total Liabilities | 23,267.42 |
|--------------------------|------------------|

EQUITY

| | |
|--------------------|------------|
| Unrestricted - URA | 278,190.96 |
| Restricted - RNA | 139,955.65 |

| | |
|---------------------|-------------------|
| Total Equity | 418,146.61 |
|---------------------|-------------------|

| | |
|-----------------------------------|-------------------|
| Total Liability and Equity | 441,414.03 |
|-----------------------------------|-------------------|

Housing & Opportunity Foundation (HOFK)

HOFK - Jun 2023 / FY23

as of 07/07/2023

Program Summary by Fiscal Year

| Programs | FY2023 | June 30, 2022 | Additions | ADJ | Released | Mar 31, 2023 |
|----------|--|---------------|-----------|------|-----------|--------------|
| 02 | Supportive Services (Helping Hands) | 31,426 | - | - | 7,402 | 24,024 |
| 03 | Job Search / Education Programs/Hsg Opp Fund | 51,744 | - | - | 29,545 | 22,199 |
| 04 | Housing Counseling Programs | 67,628 | 60,000 | - | 33,896 | 93,732 |
| | | 150,798 | \$ 60,000 | \$ - | \$ 70,842 | \$ 139,956 |

| Programs | FY2022 | June 30, 2021 | Additions | ADJ | Released | June 30, 2022 |
|----------|--|---------------|-----------|------|-----------|---------------|
| 02 | Supportive Services (Helping Hands) | 49,270 | - | - | 17,844 | 31,425 |
| 03 | Job Search / Education Programs/Hsg Opp Fund | 64,428 | - | - | 12,684 | 51,744 |
| 04 | Housing Counseling Programs | 73,253 | 30,000 | - | 35,625 | 67,628 |
| | | 186,951 | \$ 30,000 | \$ - | \$ 66,153 | \$ 150,798 |

| Programs | FY2021 | 30-Jun-20 | Additions | ADJ | Released | June 30, 2021 |
|----------|--|-----------|-----------|-------------|-----------|---------------|
| 02 | Supportive Services (Helping Hands) | 12,908 | 63,653 | - | 27,291 | 49,270 |
| 03 | Job Search / Education Programs/Hsg Opp Fund | 73,188 | 9,250 | (783) | 17,870 | 63,785 |
| 04 | Housing Counseling Programs | 131,048 | - | (45,000) | 12,795 | 73,253 |
| | | 217,144 | \$ 72,903 | \$ (45,783) | \$ 57,956 | \$ 186,308 |

| Programs | FY2020 | 30-Jun-19 | Additions | ADJ | Released | June 30, 2020 |
|----------|--|-----------|------------|-----------|-----------|---------------|
| 02 | Supportive Services (Helping Hands) | 6,364 | 29,330 | - | 22,786 | 12,908 |
| 03 | Job Search / Education Programs/Hsg Opp Fund | 59,919 | 49,359 | - | 36,230 | 73,048 |
| 04 | Housing Counseling Programs | 78,236 | 41,200 | 45,000 | 33,388 | 131,048 |
| | | 144,519 | \$ 119,888 | \$ 45,000 | \$ 92,404 | \$ 217,004 |

| Programs | FY2019 | 43,281 | Additions | ADJ | Released | June 30, 2019 |
|----------|--|---------|-----------|----------|-----------|---------------|
| 02 | Supportive Services (Helping Hands) | 8,393 | 21,023 | - | 23,052 | 6,364 |
| 03 | Job Search / Education Programs/Hsg Opp Fund | 7,533 | 20,000 | 52,900 | 20,513 | 59,919 |
| 04 | Housing Counseling Programs | 118,608 | 20,000 | (52,900) | 7,473 | 78,236 |
| | | 134,534 | \$ 61,023 | \$ (0) | \$ 51,038 | \$ 144,519 |

| Programs | FY2018 | June 30, 2017 | Additions | ADJ | Released | June 30, 2018 |
|----------|--|---------------|------------|------|------------|---------------|
| 02 | Helping Hands Fund | 9,733 | 18,307 | - | 19,647 | 8,393 |
| 03 | Housing Opportunity Fund | 0 | - | - | - | 0 |
| 03 | Job Search / Education Programs/Hsg Opp Fund | 35,856 | 24,765 | - | 53,088 | 7,533 |
| 04 | Housing Counseling Programs | 60,779 | 95,000 | - | 37,171 | 118,608 |
| | | 106,369 | \$ 138,072 | \$ - | \$ 109,906 | \$ 134,534 |

Housing & Opportunity Foundation (HOFK)

HOFK - Jun 2023 / FY23

as of 07/07/2023

Summary - Funding vs Expense

| Program FYE 06/30/2023 | PROG | Budgeted (Y or N) - Revenues separated in GL | Prior Yr Funds | CURRENT YEAR | | | | Net | TOTAL | Notes |
|--|------|--|----------------|---------------------|-----------------------|-----------------------|-----------------|----------------|-------|---------------------------------------|
| | | | | FYE 06/30/23 Grants | FYE 06/30/23 Revenues | FYE 06/30/23 Expenses | | | | |
| Agency Fund | | | 210,460 | | | | | | | |
| Fundraisers/Events Donations | 1 | Y | - | - | 134,975 | - | 134,975 | | | |
| Donations | | | - | | 2,667 | - | 2,667 | | | |
| Dues/Fees | 1 | Y | - | - | - | (568) | (568) | | | |
| Insurance | 1 | | - | - | - | (1,160) | (1,160) | | | |
| Supplies/Materials | 1 | Y | - | - | - | (1,051) | (1,051) | | | |
| Computer/Phone | 1 | Y | - | - | - | (206) | (206) | | | |
| Tax & Audit Fees | 1 | Y | - | - | - | (5,855) | (5,855) | | | |
| Marketing/Advertising | 1 | Y | - | - | - | (880) | (880) | | | |
| Fundraising Costs | 1 | Y | - | - | - | (45,777) | (45,777) | | | |
| Lunch Meeting Fee | 1 | Y | - | - | 9,038 | (634) | 8,404 | | | |
| WF Microlending - Loan Revenue | 1 | Y | - | - | 450 | - | 450 | | | |
| | | | 210,460 | - | 147,129 | (56,131) | 90,998 | 301,458 | | AGENCY FUNDS (Unrestricted) |
| Match | | | | | | | | | | |
| Supportive Services | | | | | | | | | | |
| Senior Pantry Plaza Towers | 2 | Y | 20,965 | - | - | - | - | | | |
| Grants- Covid 19 **New** | 2 | | 9,081 | - | - | - | - | | | |
| Jessica's Christmas | 2 | Exp (no Rev/Donations) | (3,945) | - | - | (5,652) | (5,652) | | | |
| Helping Hands | 2 | Exp (no Rev/Donations) | 5,268 | - | - | (1,750) | (1,750) | | | |
| Youth Devl Strategy (PWB) **NEW** | 2 | Y | 57 | - | - | - | - | | | |
| | | | 31,426 | - | - | (7,402) | (7,402) | 24,024 | | SUPPORTIVE SERVICES - HOFK URA |
| Match | | | | | | | | | | |
| Job Search/Educational/HSG Opp Fund | | | | | | | | | | |
| Chevron STEM Program | 3 | Y | (1,228) | - | - | - | - | | | |
| Wells Fargo FSS Conference | 3 | Y | 27,021 | - | - | - | - | | | |
| FSS Conference Donation | 3 | | 14,347 | - | - | - | - | | | |
| Free Library | 3 | | - | - | - | (5,345) | (5,345) | | | |
| Scholarship Cks to Recipients | 3 | | (5,410) | - | - | (24,200) | (24,200) | | | |
| US Bank - ETR - Contract Svrs/Prog | 3 | | (76) | - | - | - | - | | | |
| Behavioral Healthcare - Homelessness | 3 | | 7,576 | - | - | - | - | | | |
| FSS/Housing Opportunity | 3 | | 9,514 | - | - | - | - | | | |
| | | | 51,744 | - | - | (29,545) | (29,545) | 22,199 | | JOB SEARCH/EDU/HSG OPP - RNA |
| Match | | | | | | | | | | |
| Housing Counseling/Financial Capability | | | | | | | | | | |
| Wells Fargo Financial Empowerment Program | 4 | | 30,000 | 60,000 | - | - | 60,000 | | | |
| Wells Fargo Homeownership Counseling | 4 | Y | 34,108 | - | - | (24,834) | (24,834) | | | |
| Wells Fargo WIN Microlending | 4 | Y | 3,554 | - | - | - | - | | | |
| ETR / Small Business | 4 | Y | (34) | - | - | - | - | | | |
| FSS Conference | 4 | Y | - | - | - | (9,062) | (9,062) | | | |
| | | | 67,628 | 60,000 | - | (33,896) | 26,104 | 93,733 | | HSG COU/ FIN CAP - RNA |
| Match | | | | | | | | | | |
| | | | 150,798 | 60,000 | - | (70,842) | (10,842) | 139,956 | | Restricted Funds |
| | | | 361,258 | 60,000 | 147,129 | (126,973) | 80,156 | 441,414 | | Total Equity |

Housing & Opportunity Foundation of Kern Agenda Item Submission Sheet

Date: July 18, 2023

TITLE: Approval of revised 2023-2024 Budget

SUBMITTED BY: Heather Kimmel

SUPPORTING DATA: Revised Budget

NARRATIVE:

During the strategic planning session held at the April 2023 meeting the board directed staff to increase several line items and to add on time funding for certain initiatives.

The attached budget outlines these requested changes and captures all requested expenditure.

HOFK Revised FY 2023-2024

| Programs | | | 01 | 02 | 03 | 04 |
|---|-------------------------------|----------------------------|-------------------|---------------------|--------------------------------------|---|
| | 7/1/22 - 4/11/23 Total YTD | 7/1/23 - 6/30/24 Budget | Agency | Supportive Services | Job Search / Education/Hs g Opp Fund | Housing Counseling /Financial Capability Fund |
| Revenue | | | | | | |
| Grants/Contracts | 30,000.00 | 45,000.00 | 0.00 | 0.00 | 0.00 | 45,000.00 |
| Fundraisers/Events | 125,474.64 | 80,000.00 | 38,700.00 | 16,000.00 | 10,300.00 | 15,000.00 |
| Donations | 1,088.58 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Senior Pantry | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Cash Contributions | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Miscellaneous Income | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Microlending Loan-Revenue | 7,482.88 | 6,000.00 | 0.00 | 0.00 | 0.00 | 6,000.00 |
| In-kind Donations | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Transfer In from Reserves | 0.00 | 154,700.00 | 130,000.00 | 15,000.00 | 4,700.00 | 5,000.00 |
| Total Revenue | 164,046.10 | 285,700.00 | 168,700.00 | 31,000.00 | 15,000.00 | 71,000.00 |
| | Match | | | | | |
| | | | | | | |
| Expenses | | | | | | |
| Back-to-School Drive (NEW) | | 10,000.00 | 0.00 | 10,000.00 | 0.00 | 0.00 |
| Bower's Book Depot (NEW) | 0.00 | 2,000.00 | 0.00 | 0.00 | 2,000.00 | 0.00 |
| Building Hope Conference | 0.00 | 20,000.00 | 0.00 | 0.00 | 0.00 | 20,000.00 |
| COVID Relief | 190.61 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Fundraising Costs | 45,228.15 | 30,000.00 | 30,000.00 | 0.00 | 0.00 | 0.00 |
| Helping Hands (INCREASED) | 1,250.00 | 10,000.00 | 0.00 | 10,000.00 | 0.00 | 0.00 |
| Insurance | 0.00 | 1,200.00 | 1,200.00 | 0.00 | 0.00 | 0.00 |
| Jessica's Christmas (INCREASED) | 5,651.67 | 8,000.00 | 0.00 | 8,000.00 | 0.00 | 0.00 |
| Legal/Bank Fees/Other | 553.07 | 500.00 | 500.00 | 0.00 | 0.00 | 0.00 |
| Senior Social Activities (NEW) | | 3,000.00 | 0.00 | 3,000.00 | 0.00 | 0.00 |
| Scholarships | 5,200.00 | 10,000.00 | 0.00 | 0.00 | 10,000.00 | 0.00 |
| Supplies and Materials | 55.26 | 500.00 | 500.00 | 0.00 | 0.00 | 0.00 |
| Tax and Financial Reviews | 5,855.00 | 6,000.00 | 6,000.00 | 0.00 | 0.00 | 0.00 |
| Teen Life Skills Program (NEW) | | 3,000.00 | 0.00 | 0.00 | 3,000.00 | 0.00 |
| Travel and meetings | 513.10 | 500.00 | 500.00 | 0.00 | 0.00 | 0.00 |
| Wells: Employment and Training | 1,043.07 | 20,000.00 | 0.00 | 0.00 | 0.00 | 20,000.00 |
| Wells: Home Ownership | 9,248.47 | 25,000.00 | 0.00 | 0.00 | 0.00 | 25,000.00 |
| Wells: Microlending | 241.25 | 6,000.00 | 0.00 | 0.00 | 0.00 | 6,000.00 |
| Upgrade Computer Labs (ONE-TIME) | | 50,000.00 | 50,000.00 | 0.00 | 0.00 | 0.00 |
| Tablets for participating kids (ONE-TIME) | | 30,000.00 | 30,000.00 | 0.00 | 0.00 | 0.00 |
| Furniture and Supplies @ sites (ONE-TIME) | | 50,000.00 | 50,000.00 | 0.00 | 0.00 | 0.00 |
| Total Expenses | 75,029.65 | 285,700.00 | 168,700.00 | 31,000.00 | 15,000.00 | 71,000.00 |
| | | | | | | |
| | | | | | | |
| Revenue over Expenses | 89,016.45 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

Housing & Opportunity Foundation of Kern

Agenda Item Submission Sheet

Date: July 18, 2023

TITLE: Authorization to submit Credit Card application with Valley Strong Federal Credit Union

SUBMITTED BY: Heather Kimmel

SUPPORTING DATA: Credit Card Application

NARRATIVE:

During the April 2023 board meeting the Executive Director was authorized to obtain visa debit cards for Angela Brown and Cecilia Toquillas. Under the direction of the Board the Executive Director met with Valley Strong and was informed that the only way to issue these cards was to add Angela and Cecilia as signers to the bank account.

Understanding that adding signers to the account was not within the scope of the authorization, the Executive Director began to explore other options. At this time it appears that our only option which will allow for the issuance of individual cards to staff is to open a credit card.

The following are the terms of the card offered by Valley Strong:

1. Does not require an employee to sign as a guarantor
2. Have the option to open a Visa Rewards card which earns 1% back on all purchases
3. 14.25-18% APR. APR is not applied if balance is paid in full each month before the bill due date.
4. Able to apply for \$5,000 - \$100,000 credit line. I am recommending we apply for \$10,000 and distribute it accordingly:
 - a. \$3,000 assigned to Angela Brown
 - b. \$3,000 assigned to Cecilia Toquillas
 - c. \$4,000 assigned to Heather Kimmel

In order to apply the following must be provided to the bank with the application:

1. Most recent tax returns
2. Meeting minutes showing authorization to apply
3. Most recent profit and loss report
4. Most recent balance sheet



VISA BUSINESS CREDIT CARD APPLICATION

| | | |
|--|--|----------------------------|
| CARD OPTIONS CHOOSE ONE | <input type="checkbox"/> Visa Business Platinum (Non Rewards) | Amount Requested \$ |
| | <input type="checkbox"/> Visa Rewards (Earn 1% cash back on all purchases) | |
| Note: If no selection is made, or if more than one product is selected, we will process your application for a Visa Business Platinum (Non Rewards) Card. SEE SUMMARY OF ACCOUNT TERMS ON PAGE 4 FOR RATES, FEES AND OTHER COST INFORMATION | | |

Tell us about your business and financial need. Failure to address the questions below will result in an incomplete application.

| | |
|--|--|
| Nature of your business and experience? | |
| Reason for Credit Card (i.e. business expenditures, establish business credit, large purchase) | |

| | | | | | |
|---------------------------------|---|-----------------------|------------------------|--------------|----------|
| BUSINESS INFORMATION | Business Name to Appear on Card(s) (21 Characters Maximum) | | | | |
| | Name of Business | | Business Tax ID Number | | |
| | Business Street Address (Required – NO P.O. Boxes Allowed, US Addresses Only) | | | Suite/Unit # | |
| | City | | State | Zip Code | |
| | # of Years at Address | Year Business Started | Business Phone Number | | |
| | Mailing Address (If Different Than Above) | | City | State | Zip Code |

| | | | | |
|--------------------------------|--|----------------------|-------------------|----------------------------------|
| BUSINESS FINANCIALS | Provide information below based on year-end business financial statement or business tax return | | | |
| | From Most Current Fiscal Year Dated | Annual Sales Revenue | Annual Net Income | Monthly Business Debt Obligation |
| | | \$ | \$ | \$ |

| | | | | | | |
|---|--|------------------------|---|----------------------|----------------|--|
| BUSINESS OWNER INFORMATION | Name of Business Owner (First, Middle, Last) | | Suffix | E-Mail Address | | |
| | Date of Birth | Social Security Number | | Primary Phone Number | % of Ownership | |
| | Home Street Address (No P.O. Boxes Allowed, US Address Only) | | | | Suite/Unit # | |
| | City | | State | Zip | | |
| | Annual Income* \$ | | *Alimony, child support and separate maintenance income need not be revealed if you do not wish to have them considered as a basis for repaying this obligation | | | |



| | |
|-----------------------|--|
| EMPLOYEE CARDS | Check here if you would like to add employee cards. You may designate up to 10 employees to receive cards at the time of your application. If no spending limit is delegated the cardholder's credit limit will be for amount approved. |
|-----------------------|--|

| | | | | |
|-------------------------------------|--|-------------------|----------------|--------------------------|
| BENEFICIAL OWNER INFORMATION | Please provide the following information for additional owners of the business who own 25% or more of the business. Do not include yourself. Government agencies and non-profit organizations are not required to complete this section. | | | |
| | Name (First, Middle, Last) | | % of Ownership | |
| | Check here if Beneficial Owner is to receive a credit card upon approval of this application | | | |
| | If above checked for card, please answer the following | Spending Limit \$ | | Cash Access Yes No |
| | Name (First, Middle, Last) | | % of Ownership | |
| | Check here if Beneficial Owner is to receive a credit card upon approval of this application | | | |
| | If above checked for card, please answer the following | Spending Limit \$ | | Cash Access Yes No |
| | Name (First, Middle, Last) | | % of Ownership | |
| | Check here if Beneficial Owner is to receive a credit card upon approval of this application | | | |
| | If above checked for card, please answer the following | Spending Limit \$ | | Cash Access Yes No |

| | | | | | |
|--|---|--|--------|--------------------------|------------------------|
| INDIVIDUAL EMPLOYEE INFORMATION | Photocopy the application for additional employees. Limit 10, which includes any Beneficial Owners you have indicated on previous page to receive a card. Complete if you would like to allow additional users on this account. The Individual Employee information will not be used to determine creditworthiness for approving this application, nor will they share liability for the account. | | | | |
| | Name of Employee (First, Middle, Last) | | Suffix | Date of Birth | Social Security Number |
| | Spending Limit \$ | If no spending limit is delegated the cardholder's credit limit will be the amount approved. | | Cash Access Yes No | |
| | Name of Employee (First, Middle, Last) | | Suffix | Date of Birth | Social Security Number |
| | Spending Limit \$ | If no spending limit is delegated the cardholder's credit limit will be the amount approved. | | Cash Access Yes No | |
| | Name of Employee (First, Middle, Last) | | Suffix | Date of Birth | Social Security Number |
| | Spending Limit \$ | If no spending limit is delegated the cardholder's credit limit will be the amount approved. | | Cash Access Yes No | |



By signing below, you certify that you read and understood the Important Terms and Applicant Agreement here and you agree to the terms of this application

| | | |
|------------------|-----------------------------|------|
| SIGNATURE | Signature of Business Owner | Date |
| | X | |
| | Signature of Business Owner | Date |
| | X | |
| | Signature of Business Owner | Date |
| | X | |
| | Signature of Business Owner | Date |
| | X | |



| Interest Rates and Interest Charges | Business VISA Platinum | Business VISA Rewards |
|---|--|--|
| Annual Percentage Rate (APR) for Purchases | 12.25% - 18.00% based on your creditworthiness when you apply. This APR will vary with the market based on the Prime Rate 30 days prior to the first day of the quarter. | 14.25% - 18.00% based on your creditworthiness when you apply. This APR will vary with the market based on the Prime Rate 30 days prior to the first day of the quarter. |
| APR for Balance Transfers | 0.00% Introductory APR for 6 billing cycles. After that, your APR will be 12.25%-18.00% based on your creditworthiness when you apply. This APR will vary with the market based on the Prime Rate 30 days prior to the first day of the quarter. | 0.00% Introductory APR for 6 billing cycles. After that, your APR will be 14.25%-18.00% based on your creditworthiness when you apply. This APR will vary with the market based on the Prime Rate 30 days prior to the first day of the quarter. |
| APR for Cash Advances | 12.25% - 18.00% based on your creditworthiness when you apply. This APR will vary with the market based on the Prime Rate 30 days prior to the first day of the quarter. | 14.25% - 18.00% based on your creditworthiness when you apply. This APR will vary with the market based on the Prime Rate 30 days prior to the first day of the quarter. |
| Paying Interest | Your due date is at least 25 days after the close of each billing cycle. We will not charge you any interest on purchases and balance transfers if you pay your entire balance by the due date each month. We will begin charging interest on cash advances on the transaction date. | |
| Minimum Payment | Your monthly payment will be 2.00% of your total new balance, or \$25.00, whichever is greater plus outstanding unpaid fees and charges, all prior unpaid payments and any amount that exceeds your credit limit | |
| Transaction Fees | | |
| Annual Fees | \$0.00 | |
| Cash Advance | \$10.00 or 2.00% of each cash advance, whichever is greater | |
| Foreign Transaction | 1% of each foreign transaction in U.S. dollars | |
| Balance Transfer | \$0.00 | |
| Penalty Fees | | |
| Late Payment | \$10.00 when you are one (1) or more days late in making your payment | |
| Returned Payment | \$30.00 for each payment that is returned, for any reason | |
| Over Credit Limit | \$0.00 | |

How We Will Calculate Your Balance: We use a method called “average daily balance (including new purchases).” This method is explained in the cardholder agreement.

Promotional Period for Introductory APR: The Introductory APR for balance transfers will apply to transactions posted to your account during the first six (6) months after the date of account opening. Any balances from Valley Strong Credit Union loan and/or credit card accounts are not eligible for the Introductory APR.

Billing Rights: Information on your rights to dispute transactions is provided in the Cardholder Agreement.

Balance Transfers: We may permit you to transfer the balance of an account that you owe to another creditor to your account with us. If we approve a balance transfer, finance charges will be calculated and will accrue according to the same method as purchases.

Business Rewards Program: You will receive 1.00% back on all purchases posted to your account. The cash back rewards will be credited to your account at the end of each billing cycle

THIS PAGE IS FOR THE APPLICANT TO RETAIN FOR THEIR RECORDS

Housing & Opportunity Foundation of Kern

Agenda Item Submission Sheet

Date: July 18, 2023

TITLE: Fundraising Committee Report

SUBMITTED BY: Michael Bowers

SUPPORTING DATA: Tracking Sheet

NARRATIVE:

This year's fundraiser is scheduled for September 15th at the Luigi's Warehouse. The theme is "Rock the Foundation" and we have planned for Foster Campbell and Friends to provide live entertainment as we party the night away.

We have currently locked in the venue, food, entertainment, floral, and photo booth. We are still working to lock in valet services, and to schedule the video shoot. Our planned expenses for the event are based on 250 guests and will be approximately \$28,000.

As of today, we have raised \$26,000 which means we still need to raise an additional \$2,000 to break even. Below is a breakdown of funds raised:

\$1,500 raised by Jessica
\$5,000 raised by Shontay
\$8,000 raised by Stephen
\$11,500 raised by Heather

There are still three donors who have agreed to sponsor, but who have not indicated what level.

At this time our greatest need is to continue to bring in sponsors. Provided with your board packet is a copy of this year's sponsorship flyer.

| | | | | | | | | | | |
|--------------------------------|----------|-------------------------|--|----------|----------|--|--------------|-----|----|------------------|
| PNC Real Estate | Stephen | Matt Harrington | matthew.harrington@pnc.com | | | | | | | |
| Qual Care | Michael | Michael | | \$ 5,000 | | | | | | |
| Rejuvenique Med Spa | Michael | Ajitpal S. Tiwana, M.D. | 661-325-5513 | | | | | | | |
| Rodriguez & Associates | Raju | Martha Ruiz | martha@rodriguezlaw.net | | | | | | | |
| SEI | Raju | | | | | | | | | |
| SGPA Architecture and Planning | Stephen | Tori Gray | www.sgpa.com | | \$1,500 | | Contribution | YES | 4 | |
| Shannon Grove | Michael | | | | | | | | | |
| Southern Gas Company | Michael | Rob Duchow | 661-699-5089 | | | | | | | |
| Sully's | Michael | Tim Sullivan | | | | | | | | |
| Sun World | Heather | Ron Schuh | rschuh@sun-world.com | | | | | | | |
| TAXMA | Gabriela | Mary Davalos | marydavalos@taxma.com | | | | | | | |
| Titan Real Estate | Heather | Michael Freedman | 661-331-9555 | | | | | | | |
| Trends Motor | Michael | | | | | | | | | |
| Tri Counties Bank | Heather | Megan Sheehan | MeganSheehan@tcbk.com | \$ 5,000 | \$5,000 | | Patron | | 8 | |
| Union Bank | Heather | Gloria | 661-343-0167 | | | | | | | |
| Valley Strong Bank | Shontay | Tiffany Lawrence | Tiffany.Lawrence@valleystrong.com | \$ 3,000 | \$5,000 | | Patron | | 8 | |
| Vince Fong | Jessica | Amanda Harkey | amanda.harkey@sierrahillsconsulting.com | \$ 3,000 | \$1,500 | | Contribution | | 4 | |
| Wall, Wall, & Peak | Heather | Alan Peake | 661-327-8461 | | | | | | | |
| Wallace & Smith | Stephen | Bart Wallace | bwallace@wallacesmith.com | \$ 5,000 | \$5,000 | | Patron | | 8 | Mailed out Check |
| West America Bank | Stephen | Debbie Friesew | 707-863-6938 | | | | | | | |
| Western Exterminator Company | Heather | | | | | | | | | |
| Wonderful Orchards | Jeannine | Ariana Joven | melissa.frank@wonderful.com | \$ 1,500 | | | | | | |
| | | | | | | | | | | |
| | | | | | \$26,000 | | \$ - | | 64 | |

| | |
|------------------|-----------|
| In-Kind Donation | |
| Pending Payment | \$ 23,000 |
| Paid | \$ 3,000 |

| | |
|--------------------|---------------|
| Total Sponsorships | \$ 26,000.00 |
| Expenses | \$ 27,951.81 |
| Revenue | \$ (1,951.81) |

| | |
|----------------------|-----------|
| TOTAL SPONSORSHIPS | \$ - |
| IN-KIND SPONSORSHIPS | \$ - |
| COLLECTED CASH | \$ 3,000 |
| UNCOLLECTED CASH | \$ 23,000 |
| TICKETS FOR SPONSORS | 64 |
| INDIVIDUAL TICKETS | |
| TOTAL TICKETS | 64 |

| | |
|-------|------------------|
| CODES | |
| | In-Kind Donation |
| | Pending Response |
| | Pending Payment |
| | Paid |



Rock The Foundation W/ Foster Campbell & Friends

Friday, September 15, 2023
6PM to 10PM at the Luigi's Warehouse

PRESENTING SPONSOR

\$20,000 (EXCLUSIVE)

- Representative to speak at event
- Full page logo on event program
- Recognition on social media
- Logo recognition at event
- Logo printed on event pictures
- Logo displayed in Housing Authority Lobby for six months
- Logo printed on select program materials for six months
- Recognition on next Company Newsletter
- Logo included in event video (if received by 8/15/23)
- Three tickets to the Building Hope Conference
- Three Tables of 8

PREMIER SPONSOR

\$10,000

- Half Page logo on event program
- Recognition on social media
- Logo recognition at event
- Logo displayed in Housing Authority lobby for three months
- Logo displayed on select program material for three months
- Two tickets to the Building Hope Conference
- Two Tables of 8

PATRON SPONSOR

\$5,000

- Logo on event program
- Recognition on social media
- Logo recognition at event
- Logo displayed in Housing Authority lobby for one month
- Logo displayed on select program material for three months
- One ticket to the Building Hope Conference
- One Table of 8

SUPPORTING SPONSOR

\$3,000

- Logo on event program
- Recognition on social media
- One ticket to the Building Hope Conference
- Table of 4 (half table)

CONTRIBUTION SPONSOR

\$1,500

- Company logo on event program
- Recognition on social media
- Table of 4 (half table)

SPONSOR NAME:

PHONE:

EMAIL ADDRESS:

ADDRESS:

SELECT A DINER PACKAGE

CITY:

STATE: ZIP:

- PRESENTING SPONSOR \$20,000
- PREMIER SPONSOR \$10,000
- PATRON SPONSOR \$5,000
- SUPPORTING SPONSOR \$3,000
- CONTRIBUTION SPONSOR \$1,500

- CHECK ENCLOSED PAYABLE TO: HOUSING & OPPORTUNITY FOUNDATION OF KERN
- CREDIT CARD UTILIZE QR CODE TO PICK SPONSORSHIP PACKAGE



Housing & Opportunity Foundation of Kern

Agenda Item Submission Sheet

Date: July 18, 2023

TITLE: Executive Director Report

SUBMITTED BY: Heather Kimmel

SUPPORTING DATA: Tracking Sheet

NARRATIVE:

Staffing: The Housing Authority will not be refilling Joanna's position, as we have done some internal restructuring. To ensure that the board receives proper administrative support Angela Brown and Cecilia Toquillas will facilitate all future board meetings.

Programs: This quarter staff have been busy scaling programs back up as we saw a significant dip in participation after COVID. The HOFK supported activities took place:

1. Awarded 25 Max Bacerra Scholarships
2. Installed 7 Bowers Book Depot's and held a public ribbon cutting
3. Awarded 1 WIN microloan
4. Held first in-person STEM workshop since COVID
5. Held our first ever Building Hope Conference with over 200 attendees
6. Held two job fairs
7. Currently planning our first annual back to school drive
8. Currently working to support the clothing booth at the Kern County Veterans Stand Down