



**MINUTES OF THE REGULAR MEETING OF THE SAN PABLO ECONOMIC DEVELOPMENT CORPORATION BOARD OF DIRECTORS**

**FRIDAY, JANUARY 24, 2014**

**ROLL CALL**

The meeting was called to order at 9:10 am in the San Pablo Economic Development Corporation (SPEDC) Office at 13830 San Pablo Avenue, Suite D, San Pablo, California. Present were Chair Kathy Chao Rothberg, Vice Chair/Treasurer Erwin Reeves, Directors Genoveva Calloway, Leonard McNeil and Adam Novickas. Also present were Executive Director Matt Rodriguez, Assistant Executive Director Kelsey Worthy, General Manager Leslay Choy and Controller Bradley Ward.

**PUBLIC COMMENTS**

There were no speakers.

**EXECUTIVE DIRECTOR/GENERAL MANAGER REMARKS**

General Manager Choy updated the Board on the SPEDC milestone event. Executive Director Rodriguez recognized staff for a successful inaugural event held on Thursday, January 23<sup>rd</sup> at Maple Hall with partners, employers, program participants and supporters such as Congressman George Miller and Supervisor John Gioia in attendance.

**CONSENT AGENDA**

It was moved by Director McNeil and seconded by Vice Chair/Treasurer Reeves to adopt items in the Consent Calendar. The motion passed as follows:

The motion passed as follows:

AYES: Calloway, Chao Rothberg, McNeil, Novickas, Reeves  
NOES: None  
ABSENT: None  
ABSTAIN: None

**MINUTES**

By adoption of the Consent Calendar, the Minutes of the meeting of November 20, 2013 were approved.

**DISCUSSION AGENDA**

**Year-to-date financial statements through December 31, 2013**

Executive Director Matt Rodriguez introduced the item, Board discussed details with Controller Bradley Ward, received and filed.

**FY12-13 audited financial statements, Form 990 tax return and Memorandum on Internal Control**

Executive Director Matt Rodriguez introduced the item, Board discussed details with Controller Bradley Ward, received and filed.

General Manager Choy confirmed for the Board that a copy of the final Form 990 will be posted on the SPEDC website and GuideStar to promote transparency and ease of access to information.

**Grant outcomes report**

Executive Director Matt Rodriguez introduced the item, Board discussed grant outcomes report and upcoming grants, received and filed.

**Resolution nominating and electing board officers for calendar year 2014**

Executive Director Matt Rodriguez introduced the item. Director Calloway renominated Chair Chao Rothberg for Board Chair and Vice Chair/Treasurer Reeves for Vice Chair and Treasurer for the calendar year 2014. Director Calloway modified her motion to renominate General Manager Choy as Board Secretary.

It was moved by Director Calloway, seconded by Director McNeil and passed by vote of those present to adopt **Resolution EDC2014-001** a Resolution of the Board of Directors of the San Pablo Economic Development Corporation to nominate and elect board officers for calendar year 2014 per the motion. The motion passed as follows:

AYES: Calloway, Chao Rothberg, McNeil, Novickas, Reeves  
NOES: None  
ABSENT: None  
ABSTAIN: None

**ADJOURNMENT**

The meeting adjourned at 10:00 am to Wednesday, February 20, 2014 at 6:00 pm.

Respectfully submitted,

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Leslay C. Choy, Board Secretary

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Kathy Chao Rothberg, Chair