



Agenda

Regular Meeting of the DTHC BOD

Date: Wednesday, November 22, 2017

Place: Conference Call

Time: 6:00 pm

CALL TO ORDER - President

ESTABLISHMENT OF A QUORUM – President

AGENDA ITEMS FOR ACTION / REVIEW - Secretary

Agenda Item #1

IRS Determination Letter

Recommendation: That the Board receives an update from the Treasurer on the status of an IRS determination letter confirming the DTHC as a non-profit with appropriate tax identification number.

Agenda Item #2

Luxton Fund Status

Recommendation: That the Board receives a status update from the Treasurer on Luxton Fund investment with a Vanguard mutual fund.

Agenda Item #3

Treasurer Financial Report

Recommendation: That the Board receives a status report on the DTHC finances and cash flow to meet obligations.

Agenda Item #4

Banking Location

Recommendation: That the Board receives a report from the Treasurer regarding current and future location of a bank for DTHC funds.

Recommendation: That the Board approve authorization for John Johnston, Treasurer to close the US Bank account and open new bank accounts with Umpqua Bank in the name of DT Housing Corporation for checking, saving,

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Luxton Scholarship, SN Educational Foundation funds, and other accounts from time to time as required by the DTHC board of directors.

Recommendation: That the Board approves Doug Eaton and John Johnston as signatories on all accounts as required. Accounts that should contain these two signatories are: Oregon State Credit Union, Umpqua Bank, and other banks from time to time approved by the board of directors to hold DTHC accounts.

Agenda Item #5

Fitzpatrick Contract Approval

Recommendation: That the Board approve Doug Eaton signing a contract with Fitzpatrick Construction for converting the Chapter house TV room into a three man study room.

Agenda Item #6

SNEF Funds Application to Convert TV Room to Study Room.

Recommendation: That the Board receive a status report from the Secretary on the submission of an application to request funding for the TV room conversion to a study room in the Chapter house.

Agenda Item #7

Dishwasher Purchase & Installation

Recommendation: That the Board receive a status report from the Treasurer on the purchase and installation of a dishwasher for the DTCSN.

Agenda Item #8

Pennington Contract

Recommendation: That the Board receives a report from the Treasurer regarding final payment to Pennington for Capital Campaign services.

Agenda Item #9

Tarp Installation at Chapter House

Recommendation: That the Board discuss the installation of Tarp at the Chapter House and lease violation letter.

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Agenda Item #10

Lease 2018 – 2019, summer 2018 occupancy, and inspections of the Property by DTHC Board Members

Recommendation: That the Board discuss and develop a schedule for visits and inspection of property under the terms of .lease agreement by the DTHC.

Recommendation: That the Board send a letter to the DTCSN informing them that there will be no 2018 summer live-ins at the chapter house due to construction. The keys are to be turned over by the house manager all personal items to be removed, and trash removed before June 20, 2018.

Recommendation: That the Board discuss and decide the need for individual lease agreements for 2018 – 2019.

ADJOURN MEETING – President

Notice

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DTHC Website TBD

Administrative Note

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