



Five Keys Schools and Programs
Education, Employment, Family, Recovery, and Community

Board of Directors Meeting Minutes

Tuesday, April 14, 2020 – 3:30 PM

Meeting held via teleconference

Board Members

- Delia Ginorio
- Freya Horne
- Suzy Loftus
- Sunny Schwartz
- Tijanna Eaton
- Vicki Hennessy
- Paul Miyamoto

Staff Members

- Steve Good

1. Call Home Office/Non-Profit Meeting to Order & Roll Call		Time																																								
The meeting was called to order by board chair Delia Ginorio.		3:50PM																																								
a. Roll Call / Attendance																																										
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b. Approval of Agenda:																																										
<p>Motion: Freya Horne Second: Paul Miyamoto Vote: 7-0</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr style="background-color: #cccccc;"> <th align="left" style="padding: 5px;">Member</th> <th align="center" style="padding: 5px;">Yay</th> <th align="center" style="padding: 5px;">Nay</th> <th align="center" style="padding: 5px;">Abstain</th> <th align="center" style="padding: 5px;">Absent</th> </tr> </thead> <tbody> <tr><td style="padding: 5px;">Delia Ginorio</td><td align="center" style="padding: 5px;">✓</td><td></td><td></td><td></td></tr> <tr><td style="padding: 5px;">Freya Horne</td><td align="center" style="padding: 5px;">✓</td><td></td><td></td><td></td></tr> <tr><td style="padding: 5px;">Sunny Schwartz</td><td align="center" style="padding: 5px;">✓</td><td></td><td></td><td></td></tr> <tr><td style="padding: 5px;">Suzy Loftus</td><td align="center" style="padding: 5px;">✓</td><td></td><td></td><td></td></tr> <tr><td style="padding: 5px;">Tijanna Eaton</td><td align="center" style="padding: 5px;">✓</td><td></td><td></td><td></td></tr> <tr><td style="padding: 5px;">Vicki Hennessy</td><td align="center" style="padding: 5px;">✓</td><td></td><td></td><td></td></tr> <tr><td style="padding: 5px;">Paul Miyamoto</td><td align="center" style="padding: 5px;">✓</td><td></td><td></td><td></td></tr> </tbody> </table>	Member	Yay	Nay	Abstain	Absent	Delia Ginorio	✓				Freya Horne	✓				Sunny Schwartz	✓				Suzy Loftus	✓				Tijanna Eaton	✓				Vicki Hennessy	✓				Paul Miyamoto	✓					
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c. Director's Report

Steve Good, executive director, presented the Director's Report, which included the following:

- COVID-19 update with description of new navigation centers
- Grant updates
 - Received \$400,000 from California Department of Housing and Community Development (PETS Grant)
 - \$200,000 over three years for farm school in Sonoma
 - Bidding on additional Alameda grants, Home Free
 - Working on new fundraising efforts
- Development update – communications
 - Insight Prison Project
 - Home Free
- Southern California updates
 - Did not get JBJC grant
 - Prison to Employment
- Home Free
 - Manager hired: Roberta Goodman
 - Treasure Island lease to be signed – rent credits
 - Will house six women
 - Upgrades to Treasure Island facility

Please refer to the full Director's Report for additional details.

2. Action Items

Approval of Updated Financial Procedures and Conflict of Interest Policy

Motion: Paul Miyamoto

Second: Freya Horne

Vote: 7-0

Member	Yay	Nay	Abstain	Absent
Delia Ginorio	✓			
Freya Horne	✓			
Sunny Schwartz	✓			
Suzy Loftus	✓			
Tijanna Eaton	✓			
Vicki Hennessy	✓			
Paul Miyamoto	✓			

3. Adjournment of Home Office/Non-Profit Meeting

4:37 pm

Motion to adjourn

Motion: Sunny Schwartz

Second: Delia Ginorio

Vote: 7-0

Member	Yay	Nay	Abstain	Absent
Delia Ginorio	✓			
Freya Horne	✓			
Sunny Schwartz	✓			
Suzy Loftus	✓			
Tijanna Eaton	✓			
Vicki Hennessy	✓			
Paul Miyamoto	✓			