

**MAMMOTH LAKES HOUSING, INC.  
Board of Directors Meeting**

**Monday, March 19, 2018  
Special meeting at 6 p.m.**

**COUNCIL CHAMBER, 437 OLD MAMMOTH ROAD  
MINARET VILLAGE SHOPPING CENTER, SUITE Z**

**Agenda**

**NOTE:** In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact Mammoth Lakes Housing, Inc. at (760) 934-4740. Notification 48 hours prior to the meeting will enable Mammoth Lakes Housing, Inc to make arrangements to ensure accessibility to this meeting. (28 CFR 13.102-35.104 ADA Title II)

- I. Call to Order
- II. Roll Call  
Lindsay Barksdale, Stacy Corless, Jiselle Kenny, Kirk Stapp, Bill Taylor, John Wentworth
- III. Public Comments  
This is the established time for any member of the public wishing to address the Mammoth Lakes Housing, Inc. Board of Directors on any matter that does not otherwise appear on the agenda. Members of the public desiring to speak on a matter appearing on the agenda should ask the Chairman for the opportunity to be heard when the item comes up for consideration.
- IV. Approval of minutes from the March 5, 2018 regular Board Meeting
- V. Board Member reports
- VI. Discussion and possible staff direction on succession planning for the potential recruitment of the Executive Director Position
- VII. Adjourn

**MAMMOTH LAKES HOUSING, INC.**  
**Board of Directors Meeting**

**Monday, March 5, 2018**  
**Regular meeting at 6 p.m.**

**COUNCIL CHAMBER, 437 OLD MAMMOTH ROAD**  
**MINARET VILLAGE SHOPPING CENTER, SUITE Z**

**Minutes**

**I. Call to Order:** The meeting was called to order at 6:04 PM.

**II. Roll Call:**

*Members present:* Lindsay Barksdale, Jiselle Kenny, Kirk Stapp, John Wentworth

*Members absent:* Bill Taylor and Stacy Corless

*Staff:* Jennifer Halferty, Executive Director and Patricia Robertson, Grant & Financial Associate

**III. Public Comments**

Tom Hodges, MMSA made a public comment regarding his interest in serving on the Board of Directors for both professional and personal reasons.

Ken Brengle, Chamber of Commerce, asked if the MLH Board intended to maintain their 1/3 representation of low-income households. Jennifer Halferty explained that in order to be a Community Housing Development Organization, which provides more opportunities to secure grant funding throughout the region, and has been a strategic priority of the organization, that is true.

**IV. Approval of minutes from the February 5, 2018 regular Board Meeting**

Jiselle Kenny made a motion to approve the minutes. Lindsay Barksdale seconded the motion. The motion passed 4-0.

**V. Board Member reports**

Lindsay Barksdale reported that the ad-hoc nominations committee has met twice. They have approved a deadline for applications of interested parties of March 21<sup>st</sup>. They will bring recommendations to the Board at the April meeting. Jiselle Kenny noted that there has been a lot of community interest, representing diverse groups, in serving on the Board of Directors thus far.

**VI. MLH monthly status report**

Jennifer Halferty gave an overview of the report. Lindsay Barksdale asked why there was a decline in website traffic during the month of February. Patricia Robertson answered that she believed during this time of year that people have become frustrated with the lack of housing, or are not currently looking during this month. Website traffic does pick up again in the spring.

**VII. Creation and Appointment of an Ad-Hoc TOML Contract Negotiations Committee**

Jennifer Halferty gave an overview of the contract negotiations process. Kirk Stapp made a motion to adopt Resolution 18-03 and create an ad-hoc TOML Contract Negotiations Committee. John Wentworth seconded the motion. The motion passed 4-0.

Kirk Stapp and Lindsay Barksdale volunteered to participate on the ad-hoc committee. Kirk Stapp made a motion to appoint these Board members. Jiselle Kenny seconded the motion. The motion passed 4-0.

**VIII. Update on the procurement of the Shady Rest Parcel by the Town of Mammoth Lakes – informational item**

Sandra Moberly, Town of Mammoth Lakes, gave an update on the purchase of the Shady Rest parcel. The Town has completed the Phase I Environmental Report as well as a review of the Preliminary Title Report. The Town does not have any concerns with these items. They expect escrow to close by the end of March. There are Frequently Asked Questions available on the Town's website here: <http://www.townofmammothlakes.ca.gov/882/Shady-Rest-Housing>.

**IX. Adjourn:** The meeting was adjourned at 6:23 PM.

**AGENDA BILL**

Subject: Discussion and possible staff direction on succession planning for the potential recruitment of the Executive Director Position

Presented by: Jennifer Halferty, Executive Director

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**BACKGROUND:**

I, Jennifer Halferty, have filed my declaration of candidacy with the Mono County Clerk Recorder for District 1 County Supervisor. Two other District 1 candidates have also filed their declarations. The primary election is June 5, 2018. If one of the three candidates does not get 50% plus one of the votes there will be a run-off election on November 6, 2018. If elected, I intend to resign from my position as Executive Director. I am available to stay on in this capacity for approximately two months after any positive election outcome.

**ANALYSIS/DISCUSSION:**

The Board has three options to fill the position should I get elected. They are:

1. Appoint Patricia Robertson as Executive Director – Patricia is the most qualified person in the region to lead the organization. She has been an integral member of the MLH team for five years and has an in-depth knowledge of all of our projects, programs and operations. If this is the direction of the Board, then MLH staff will begin building a program for support staff recruitment.
2. Create an in-house recruitment program utilizing professional marketing materials and professional organizations and networks.
3. Hire an outside professional recruitment firm.

The Board should discuss these recommendations as well as any other options that the Board deems appropriate, then move forward with staff direction.