



CALIFA Board of Directors Meeting

Friday, May 10, 2024, 10:00 a.m. to 12:00 p.m Pacific

In Attendance:

Califa Board Members in attendance:

- Yolande Wilburn
- Carl Pritzkat
- Erik Mitchell
- Shawn Calhoun
- Gary Shaffer
- Misty Jones
- Absent:
 - Todd Deck
 - Sara Jones
 - James Ochsner

Califa Staff in attendance:

- Paula MacKinnon (Executive Director)
- Veronda Pitchford (Assistant Director)
- Nili Nosrati (Staff)
- Lorene Monangai (Staff)
- Kathy Kosinski (Staff)

Guests

- Michael Pearce, City National Bank

Meeting

I. Call to Order – 5 minutes

a. Introductions/Quorum

b. Approval of May 10, 2024 Agenda (ACTION)

- i. Carl Pritzkat motioned and Gary Shaffer seconded, all in favor

c. Approval of January 19, 2024 Minutes (ACTION)

- i. Misty Jones motioned to approve. Yolande Wilburn seconded. All in favor.

II. Finance Report – 1 hour 20 minutes

a. Investment Presentation – Michael Pearce, City National Bank

- i. Paula MacKinnon described how current investment bank for Califa, Silicon Valley Bank, removed non-profits from the standard banking but keeping the investment portion. Califa moved to City National Bank for standard banking, and the bank recommended moving investments over as well. Califa has been with SVB

Investments for 2 years. After starting at \$748,000, Califa experienced losses resulting in a balance of \$648,000. The fund has since recovered to \$738,000.

- ii. Michael Pearce described what CNB can do for Califa. He focused on CNB's conservative money strategies, and individual securities. He stated that companies the board doesn't like can be removed from the investment portfolio at any time (such as firearms, etc.)
- iii. Carl Pritzkat said the board is trying to find investments with the most continuity that protect the longevity of the institution.
- iv. Veronda Pitchford asked if the load is the fee associated with the stock. Michael Pearce said there would be no management or load fees.
- v. Paula MacKinnon asked what the cost to move to CNB would be. Michael Pearce answered there is no cost to move to CNB on their end, but SVB may charge account closure fees. The fees would range from \$150 to \$300.
- vi. Paula MacKinnon asked what the timing would be. Michael Pearce said it is not a quick turnover and would take about a month.
- vii. Shawn Calhoun asked how we would know what the historical rate of return is after jumping companies. Would Califa need to track on our end? Michael Pearce confirmed that Califa would need to track.
- viii. Michael Pearce departs.

b. Investments: Remain with First Citizens Bank or move to City National Bank (ACTION)

- i. Carl Pritzkat asked what Califa's current rate for investment is. After doing the math, he announced that switching to CNB would cost about \$20,000 more each year.
- ii. Erik Mitchell suggested looking around for a different bank with a more competitive offering.
- iii. Yolande Wilburn suggested having the finance committee meet and review a couple suggestions ahead of the next board meeting.
- iv. Erik Mitchell suggested that Vanguard and Fidelity should be candidates for the finance committee to review.
- v. Misty Jones reminded the board that her term is ending, and someone will need to replace her on the finance committee. She suggested Carl Pritzkat or Erik Mitchell. Carl Pritzkat agreed to join the finance committee.
- vi. **Updated Action:** Add Carl Pritzkat to the finance committee. The committee will then research at least one low-cost competitor for the Califa investment portfolio management. The committee would then report back to the board.
 - 1. Gary Shaffer moved. Misty Jones seconded. All in favor.

c. Review Financials

- i. Lorene Monangai presented the profit/loss report to the board.
- ii. Erik Mitchell asked if Califa will break even or make money on the Research Institute for Public Libraries. Veronda Pitchford replied that there is a salary line-item for Califa of \$30,000.
- iii. Erik Mitchell added that he is happy to Califa involved with the Mellon Foundation after knowing the foundation wanted to enter the public library space.

III. Old Business –5 minutes

a. Board director election & appointment update

- i. Paula MacKinnon announced Sara Jones' term is ending as special appointed board member, but that Jones agreed to be appointed for another term.
- ii. Yolande Wilburn agreed to go for a second term.
- iii. Jennie Pu from Hoboken Public Library and Crystal Duran from Belvedere-Tiburon Public Library were listed as candidates for the June election to the board.
- iv. Gary Shaffer asked Paula MacKinnon to remind board members of the attendance requirements. MacKinnon stated she would send out the attendance requirements to all board members.

b. Update: Emergent Planning Strategy

- i. Paula MacKinnon announced Califa is still working on compiling the update and it will be ready for the next board meeting.

IV. Agenda Building, Scheduling the Next Meeting –5 minutes

a. Scheduling the next meeting

- i. September 20, 2024

b. Agenda building

- i. Emergent planning
- ii. Finance committee

V. Meeting adjourned at 11:45 a.m..