



HOOD ECONOMIC ALLIANCE

Clackamas, Hood River, and Wasco Counties

**Board Meeting
March 12, 2021
9:00 – 10:00 a.m.**

Zoom Link:

<https://zoom.us/j/93301831488?pwd=K20rVHQ2aFBubkh5Qmc0eWhZTVBCUT09>

Call in Number: 669-900-6833

Meeting ID: 933 0183 1488

Passcode: 959363

AGENDA

Topic	Estimated Time	Item
Call to Order, Conflict of Interest Disclosures, Introductions		
Minutes <i>December 20, 2020</i>	5 minutes	Approval
Financial Report	5 minutes	Acceptance
Funded Loan Updates and Loan Request <i>Picture This Frame & Print</i>	20 minutes	Decision
<i>Executive Session per ORS 192.660 (f)</i> (Exempt Documents) <i>Regular Session Reconvened</i>		
Loan Actions	5 minutes	Decision
Other New Business, Good of the Order		
Adjourn		

The meeting location is accessible to persons with disabilities. If you have a disability that requires any special materials, services or assistance please contact MCEDD at (541) 296-2266 at least 48 hours before the meeting so arrangements for appropriate accommodations can be made.

Executive Session Protocol
Mount Hood Economic Alliance (MHEA) Board

After discussion agenda items are presented in open session by MHEA staff, the MHEA Chair will state the following: "Pursuant to ORS 192.660(f), Exempt Documents, I call the Executive session of the Mount Hood Economic Alliance to order"

MHEA Chair asks all non-staff and non MHEA members to leave the meeting. Staff will explain to visitors where they can wait and that they will be invited into Executive Session when their agenda item will be discussed.

For each discussion item on the agenda for Executive Session, the MHEA Chair will follow the following procedural steps:

1. Invite the loan applicant (or their representative) into the Executive Session for the presentation of their loan request. MHEA Chair requests a brief presentation from MHEA staff on a summary of the loan proposal or other discussion item.
2. After presentation of information by staff, the MHEA Chair asks if there are any questions for the loan applicant or MHEA staff.
3. Following questions and discussion by the MHEA, the loan applicant (and/or their representative) is asked to leave Executive Session with instruction that they will be invited into the Open session when Executive Session is adjourned.
4. MHEA Chair asks MHEA members if there is any discussion related to loan request that needs to take place before inviting the next loan applicant or other persons in to Executive Session for the next discussion item.
5. Additional discussion between the MHEA members takes place then Steps 1-5 are repeated for each following discussion item for Executive Session.

At the end of discussion, the MHEA chair will close the Executive Session. The MHEA moves back to open session. At this point, the MHEA Chair can ask for a motion of the decision items in open session. Open session is when the MHEA can make decisions on agenda items.

**MOUNT HOOD ECONOMIC ALLIANCE
BOARD MEETING MINUTES**

Friday, December 18, 2020
Remote Only – Zoom Meeting

ATTENDANCE

MHEA Members: Mike Wells, Renate Mengelberg, Jerry Smith, Ken Bailey, Steve Kramer, Bob Benton, Michael Friend, David Snider

Staff: Jessica Metta (Executive Director), Israel Ayala Guevara (Loan Fund Manager), Dana Woods (Finance and Operations Manager), Ami Beaver (Assistant Project Manager)

Guests: Hans Wipper, Wippersnappers Kids' Play Place

CALL TO ORDER

Mike Wells called the meeting to order at 9:05 a.m. A quorum was present.

INTRODUCTIONS

Mike Wells introduced Hans Wipper of Wippersnappers Kids' Play Place.

MINUTES

Renate Mengelberg motioned to approve the November 2020 minutes as presented. David Snider seconded the motion. Motion passed unanimously.

FINANCIAL REPORT

Dana Woods presented the financial report to the board. She asked the board if there was ever a targeted balance in the checking versus interest pool set by the board or if that was something Mary managed in the past. She noted she would recommend moving some over to the interest earning account. Mike Wells noted he couldn't recall. Ken Bailey noted that historically it was something Mary managed as she saw fit. Dana noted the earned interest on the account was around \$200-\$250 a month.

Ken Bailey motioned to approve the financials as presented. Michael Friend seconded the motion. Motion passed unanimously.

Jessica noted we did get the audit and shared that generally it looked good. She said Dana can answer any questions and staff can send it out after this meeting.

LOAN MODIFICATION REQUEST: WIPPERSNAPPERS KIDS' PLAY PLACE

Hans thanked the board for the forbearance they have granted so far over the year, noting that it has helped a lot. He updated the board on the business, noting they have been primarily closed since March 16. He noted they did get some PPP funding and that they were able to do some summer camps in June and July. He noted they have been working on getting their daycare license and started distance learning for 8-10 kids twice a week. He noted that the daycare license would allow that number to increase to 20. He said David has been very helpful in working with the city. They have secured licensing for daycare zoning, completed fire inspection and sanitation inspection, and met with the early learning division. Once the license

is secured (expected December 19) they will work on how best to incorporate it, likely a pod of 10 in distance learning and an additional 10 in daycare. They hope to leave Fri/Sat/Sun open for private parties if that becomes safe again.

EXECUTIVE SESSION

Per ORS 192.660 (f) (Exempt Documents), the Oregon Investment Board moved into Executive Session at 9:17 a.m.

Regular session reconvened at 9:35 a.m.

LOAN ACTION: WIPPERSNAPPERS KIDS' PLAY PLACE

Ken Bailey motioned to approve an additional six months of payment deferral with the condition that the board revisit by June 1 to evaluate how to move forward. Michael Friend seconded the motion. The motion passed unanimously.

LOAN UPDATES

Israel Ayala Guevara noted conversation would focus on Full Circle, LLC.

EXECUTIVE SESSION

Per ORS 192.660 (f) (Exempt Documents), the Oregon Investment Board moved into Executive Session at 9:37 a.m.

Regular session reconvened at 9:52 a.m.

LOAN ACTION: FULL CIRCLE, LLC

Bob Benton motioned to authorize staff to work with Full Circle, LLC to get current so the board can discuss other options in relation to the loan and the client can qualify for deferred payments. Renate Mengelberg seconded the motion. Motion passed unanimously.

Meeting adjourned at 9:58 a.m.