

**Minutes for the Special Meeting of SDHC Building Opportunities, Inc**  
**Wednesday, February 28, 2018 at 3:30 P.M.**

The meeting was called to order by The Chair of the Board, Mr. Richard C. Gentry, at 3:30 P.M.

Those present: Richard C. Gentry; Deborah N. Ruane; Wendy DeWitt; Tracey McDermott; Charles B. Christensen; Daisy Crompton

Public Comment: There was no public comment.

Staff Reports: There was no staff reports.

Approval of the Minutes: This was the first meeting of the Board, there were no prior minutes.

Item 6        Action Item: Elect/Confirm Directors and Elect Officers:  
Mr. Richard C. Gentry was confirmed as a Director  
Ms. Deborah N. Ruane was confirmed as a Director  
Ms. Wendy DeWitt was appointed as a Director by the Chair.  
Officers were elected as follows:  
President & Chief Executive Officer and Chair of the Board:  
Mr. Richard C. Gentry, sitting ex officio  
Executive Vice-President-Ms. Deborah N. Ruane  
Secretary-Ms. Wendy DeWitt  
CFO-Treasurer-Ms. Tracey McDermott, sitting ex officio as CFO of the SDHC

Item 7:        The Bylaws of the Corporation were confirmed by a unanimous vote of the Board, 3-0, with an amendment requiring that all meetings be noticed in accordance with the terms of the Brown Act, as it shall be amended from time to time.

Item 8:        The Articles of the Corporation were accepted as filed, by unanimous vote, 3-0.

Item 9: The next meeting of the Corporation will be held on Wednesday in the third week of September 2018, September 19, 2018. The time of the meeting will be established by the Secretary upon polling of the availability of the Directors, by unanimous vote of the Directors, 3-0.

Item 10: Delegation of Authority: The SDHC delegation of authority was adopted by the Board, allowing the officers of the Corporation to act on behalf of the Corporation, by written delegation of each of the officers. Pending that written delegation, the Executive Vice-President is authorized to execute documents on behalf of the President, in the absence of the President. The Secretary is authorized to execute documents, in the absence of both the President and Executive Vice President. The CFO is authorized to execute documents, in the absence of all of the other officers.

Item 11: Adoption of Banking Resolution: The CFO is authorized to open a bank account at U.S. Bank, with a single signature, by the CFO, on checks up to \$10,000. On all checks in excess of \$10,000 two signatures, of officers, shall be required.

Item 12. Ratification of Execution of W-9 Form. Ms. DeWitt's execution of a W-9 form for the use of a donor to the Corporation, before Ms. De-Witt was an officer or director was confirmed by a vote of 3-0.

That concluded the actions by the Board of Directors and the meeting of the corporation was adjourned at 4:02 P.M.

Executed by:  
Charles B. Christensen

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Acting Secretary for the First Meeting