



**Five Keys Schools and Programs**  
*Education, Employment, Family, Recovery, and Community*  
**Board of Directors Meeting Minutes**

**October 21, 2021 at 3:30pm**

Meeting held via teleconference

**Board Members**  
 - Tijanna Eaton  
 - Freya Horne  
 - Sunny Schwartz  
 - Delia Ginorio  
 - 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 president Tijanna O. Eaton.	3:35 PM																														
<b>a. Roll Call / Attendance</b>																															
<table border="1" style="width: 100%; border-collapse: collapse; margin-bottom: 10px;"> <thead> <tr style="background-color: #cccccc;"> <th style="text-align: left; padding: 5px;">Member</th> <th style="text-align: center; padding: 5px;">Present</th> <th style="text-align: center; padding: 5px;">Absent</th> </tr> </thead> <tbody> <tr> <td style="padding: 5px;">Delia Ginorio</td> <td style="text-align: center; padding: 5px;">✓</td> <td style="padding: 5px;"></td> </tr> <tr> <td style="padding: 5px;">Freya Horne</td> <td style="text-align: center; padding: 5px;">✓</td> <td style="padding: 5px;"></td> </tr> <tr> <td style="padding: 5px;">Sunny Schwartz</td> <td style="text-align: center; padding: 5px;">✓</td> <td style="padding: 5px;"></td> </tr> <tr> <td style="padding: 5px;">Tijanna Eaton</td> <td style="text-align: center; padding: 5px;">✓</td> <td style="padding: 5px;"></td> </tr> <tr> <td style="padding: 5px;">Paul Miyamoto</td> <td style="text-align: center; padding: 5px;">✓</td> <td style="padding: 5px;"></td> </tr> </tbody> </table> <p style="margin-left: 20px;">Also in attendance: Steve Good (staff), Amy Roth (staff)            All attendees present via teleconference.</p>	Member	Present	Absent	Delia Ginorio	✓		Freya Horne	✓		Sunny Schwartz	✓		Tijanna Eaton	✓		Paul Miyamoto	✓		3:36 PM												
Member	Present	Absent																													
Delia Ginorio	✓																														
Freya Horne	✓																														
Sunny Schwartz	✓																														
Tijanna Eaton	✓																														
Paul Miyamoto	✓																														
<b>b. Approval of Agenda:</b>																															
<p>Motion: Freya Horne            Second: Paul Miyamoto            Vote: 5-0-0-0</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-bottom: 10px;"> <thead> <tr style="background-color: #cccccc;"> <th style="text-align: left; padding: 5px;">Member</th> <th style="text-align: center; padding: 5px;">Yay</th> <th style="text-align: center; padding: 5px;">Nay</th> <th style="text-align: center; padding: 5px;">Abstain</th> <th style="text-align: center; padding: 5px;">Absent</th> </tr> </thead> <tbody> <tr> <td style="padding: 5px;">Delia Ginorio</td> <td style="text-align: center; padding: 5px;">✓</td> <td style="padding: 5px;"></td> <td style="padding: 5px;"></td> <td style="padding: 5px;"></td> </tr> <tr> <td style="padding: 5px;">Freya Horne</td> <td style="text-align: center; padding: 5px;">✓</td> <td style="padding: 5px;"></td> <td style="padding: 5px;"></td> <td style="padding: 5px;"></td> </tr> <tr> <td style="padding: 5px;">Sunny Schwartz</td> <td style="text-align: center; padding: 5px;">✓</td> <td style="padding: 5px;"></td> <td style="padding: 5px;"></td> <td style="padding: 5px;"></td> </tr> <tr> <td style="padding: 5px;">Tijanna Eaton</td> <td style="text-align: center; padding: 5px;">✓</td> <td style="padding: 5px;"></td> <td style="padding: 5px;"></td> <td style="padding: 5px;"></td> </tr> <tr> <td style="padding: 5px;">Paul Miyamoto</td> <td style="text-align: center; padding: 5px;">✓</td> <td style="padding: 5px;"></td> <td style="padding: 5px;"></td> <td style="padding: 5px;"></td> </tr> </tbody> </table>	Member	Yay	Nay	Abstain	Absent	Delia Ginorio	✓				Freya Horne	✓				Sunny Schwartz	✓				Tijanna Eaton	✓				Paul Miyamoto	✓				3:39pm
Member	Yay	Nay	Abstain	Absent																											
Delia Ginorio	✓																														
Freya Horne	✓																														
Sunny Schwartz	✓																														
Tijanna Eaton	✓																														
Paul Miyamoto	✓																														
<b>c. Director's Report</b>																															
<p>Steve Good, CEO and President, presented the Director's Report, which included the following:</p> <ul style="list-style-type: none"> <li>- COVID-19 Vaccine Mandate Update for Housing &amp; Programs</li> <li>- Stockton Update</li> <li>- Home Free Fall Fundraising Update</li> <li>- WIOA Accelerator Audit Update / JBJC</li> <li>- Action Item: City of Alameda / Development and Operation of Tiny Homes</li> <li>- Non-Profit Financials</li> <li>- Closed Session as needed</li> </ul> <p>Please refer to the full Director's Report for additional details.</p>																															

2. Action Items																																			
<p><u>Approval to enter into contract with the City of Alameda for Development and Operation Homekey Tiny Home Project</u></p> <p>Motion: Sunny Schwartz            Second: Freya Horne            Vote: 5-0-0-0</p> <table border="1"> <thead> <tr> <th>Member</th> <th>Yay</th> <th>Nay</th> <th>Abstain</th> <th>Absent</th> </tr> </thead> <tbody> <tr> <td>Delia Ginorio</td> <td>✓</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Freya Horne</td> <td>✓</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Sunny Schwartz</td> <td>✓</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Tijanna Eaton</td> <td>✓</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Paul Miyamoto</td> <td>✓</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>					Member	Yay	Nay	Abstain	Absent	Delia Ginorio	✓				Freya Horne	✓				Sunny Schwartz	✓				Tijanna Eaton	✓				Paul Miyamoto	✓				4:03pm
Member	Yay	Nay	Abstain	Absent																															
Delia Ginorio	✓																																		
Freya Horne	✓																																		
Sunny Schwartz	✓																																		
Tijanna Eaton	✓																																		
Paul Miyamoto	✓																																		
3. Adjournment of Home Office/Non-Profit Meeting																																			
<p>Motion: Freya Horne            Second: Delia Ginorio            Vote: 5-0-0-0</p> <table border="1"> <thead> <tr> <th>Member</th> <th>Yay</th> <th>Nay</th> <th>Abstain</th> <th>Absent</th> </tr> </thead> <tbody> <tr> <td>Delia Ginorio</td> <td>✓</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Freya Horne</td> <td>✓</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Sunny Schwartz</td> <td>✓</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Tijanna Eaton</td> <td>✓</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Paul Miyamoto</td> <td>✓</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>					Member	Yay	Nay	Abstain	Absent	Delia Ginorio	✓				Freya Horne	✓				Sunny Schwartz	✓				Tijanna Eaton	✓				Paul Miyamoto	✓				4:17
Member	Yay	Nay	Abstain	Absent																															
Delia Ginorio	✓																																		
Freya Horne	✓																																		
Sunny Schwartz	✓																																		
Tijanna Eaton	✓																																		
Paul Miyamoto	✓																																		