



HUMBOLDT COUNTY

Headwaters Fund

Headwaters Fund Meeting Agenda

Prosperity Center, 520 E Street, Eureka

A. 01-17-17 Meeting Agenda

Documents:

[HWF Agenda 1-17-17.pdf](#)

Headwaters Fund Board Meeting Agenda
January 17, 2017 – 12:15-2:45
Prosperity Center, 520 E Street, Eureka

The Headwaters Fund invests in projects through grants and loans with the goal of helping the citizens of Humboldt County achieve increased economic opportunity, prosperity, and quality-of-life.

1. Opening (12:15)
 - a. Introductions- brief name only
 - b. Approval of November 15, 2016 Headwaters Fund Board minutes
 - c. Public comment on non-agenda items
 - d. Meeting updates

2. Introduction of New Executive Director (12:30)
 - a. Staff updates
 - b. Discussion
 - c. Public Comment

3. Annual Report (2015-2016) Planning (12:45)
 - a. Discussion
 - b. Public Comment
 - c. Action

BREAK

4. Mini-Grant Award (1:30)
 - a. Discussion
 - b. Public Comment
 - c. Action

5. New Board Member Recruitment (1:45)
 - a. Discussion
 - b. Public Comment

6. Staff and Board Updates and Future Planning (2:00)
 - a. Quarter Report
 - b. Discussion
 - c. Public Comment

7. Adjourn

Next Meeting: February 21, 2017

AGENDA DETAIL

AGENDA ITEM 2

DISCUSSION

Introduce Karen Meynell as new Headwaters Fund Executive Director. Discuss current topics.

AGENDA ITEM 3

DISCUSSION

The Annual Report to the BOS is approaching. The HFB should discuss the format and decide on an approach. After discussions with the CAO and past Executive Director, staff suggests the message should point out the current fiscal status of the HWF (stable) and focus on the future with mini-grants in 2016-2017 and grant making in 2017-2018.

ACTION

Decide on annual report content and format.

AGENDA ITEM 4

DISCUSSION

The HFB authorized \$20,000 for funding mini-grants during the remainder of 2016-2017 fiscal year. The HFB must appoint a subcommittee for mini-grant application review.

ACTION

Appoint a subcommittee of two HFB members for review of mini-grant applications.

AGENDA ITEM 5

DISCUSSION

In April Zach Zwerdling will term out having served a full eight years. Staff will initiate the recruitment process which involves the Clerk of the Board and the Headwaters Fund subcommittee. The subcommittee screens potential applicants and makes recommendations to the BOS. Subcommittee members are the Treasurer/Tax Collector, CAO and two Supervisors (Estelle and Rex).

AGENDA ITEM 6

DISCUSSION

Staff will present completed quarterly reports. HFB may want to discuss topics for future meetings.