



AGENDA

LOAN ADMINISTRATION BOARD (LAB) REGULAR MEETING

Tuesday, July 2, 2019 | 4:00 PM
2180 Milvia St. Berkeley, CA
1st Floor – Cypress Room
Berkeley, CA 94704

A) PRELIMINARY MATTERS

- i) Roll Call
- ii) Announcements
- iii) Approval of Minutes from LAB Meetings:
 - (1) 4/15/19 - Subcommittee meeting
 - (2) 3/18/19 - LAB Meeting
 - (3) 8/30/18, 4/26/18 - Reformatted to action minutes
- iv) PUBLIC COMMENT - The public may comment about any items not on the agenda. Public comment regarding agenda items will be heard while the Board is discussing the item.

B) PROGRAM REVIEW

- i) State of the Revolving Loan Fund (see Attachment 1)

C) ACTION ITEMS

- i) East Bay Media Center (EBMC) – Loan modification request (see Attachment 2)
 - (1) Change the collateral from EBMC real property to BVFF Archives valued at \$158,500: Large format Canon Color Printer, Christie Large venue projector.
 - (2) Reduce monthly payment to \$341.72 for 18 months.
 - (3) Redact/change April and August 2018 minutes.
- ii) Introduction to Working Solutions – Underwriting Services (see Attachment 3)
 - (1) Scope of Work
 - (a) Annual Fee - \$850.00
 - (b) Credit Memo: Review, Analysis, and Risk Rating - \$450.00
 - (c) Per Revised Credit Memo (Requests for revisions must be received within 15 days or else considered a new review) - \$250.00
- iii) Adopt changes to the RLF Administrative Plan – (see Attachment 4)
 - (1) Enable the use of loan capital for conversion to worker ownership
 - (2) Clarify and limit the personal guarantee requirement for cooperatives
 - (3) Include worker-owned jobs as a selection criteria
 - (4) Private dollars threshold for cooperatives – LAB resolution instead of Administrative Plan amendment.

D) ADJOURNMENT

If LAB members are unable to attend this scheduled meeting, please call the Councilmember that appointed you two days prior to the meeting's start time. *ADA Disclaimer "This meeting is being held in a wheelchair accessible location. To request a disability-related accommodation(s) to participate in the meeting, including auxiliary aids or services, please contact the Disability Services Specialist at 981-6418 (V) or 981-6347 (TDD) at least three business days before the meeting date. Please refrain from wearing scented products to this meeting."*