



Minutes

LOAN ADMINISTRATION BOARD (LAB) REGULAR MEETING

Wednesday, March 29, 2023 | 3:00 PM
2180 Milvia St. Berkeley, CA
1st Floor – Cypress Room
Berkeley, CA 94704

Call to Order - LAB Secretary Kieron Slaughter called the meeting to order at 3:25 PM

A) PRELIMINARY MATTERS

- i. **Roll Call:** Members Present - Kathleen Crandall, Marcelia Nava, Amitabho Chattopadhyay
Absent: Nenna Joiner, Frank Tucker, Richard Illgen
Staff: Kieron Slaughter
- ii. **Announcements:** Staff provided an update on staffing in the Office of Economic Development, and outreach to loan recipients
- iii. **Approval of Minutes from LAB Meetings:**
Approval of meeting minutes for 1/31/23 LAB Meeting - Motion by Board Member Nava (M); Second by Board Member Chattopadhyay (S) Vote 3-0-0
- iv. **Public Comment:** No comments

B) PROGRAM REVIEW

- i. **State of the Revolving Loan Fund (RLF)**
Staff provided an update on the status of the RLF

C) ACTION ITEMS

- i. **East Bay Media Center (EBMC) – Loan modification request to defer RLF #0445 monthly payments of \$683.44 until 1/1/24:** Motion by Board Member Nava (M) to approve the request and to encourage EBMC to make voluntary payments if possible prior to 1/1/24; Seconded by Chair Chattopadhyay (S) Vote 3-0-0
- ii. **California Jazz School – Loan modification request to defer RLF #0477 monthly payments of \$1,826.20 and CLF #0349 monthly payments of \$1,500.00 until 10/1/23.** Motion by Board Member Crandall (M) to approve loan payment deferrals for both loans until 1/1/24; Seconded by Board Member Nava (S) Vote 3-0-0

D) ADJOURNMENT

Motion by Chair Chattopadhyay (M); Seconded by Board Member Nava (S). Vote 3-0-0
Adjourned at 4:14 pm