

**CHEFA COMMUNITY DEVELOPMENT CORPORATION**  
**SPECIAL MEETING OF BOARD OF DIRECTORS**  
**Minutes of Special Board Meeting**  
**November 17, 2021**

The Special Meeting of the Board of Directors (the “CDC Board”) of CHEFA Community Development Corporation, a Connecticut nonstock Corporation (the “Corporation” or “CHEFA CDC”) was held via teleconference on Wednesday, November 17, 2021.<sup>1</sup>

**PRESENT:** Peter W. Lisi  
Michael Angelini  
Lawrence Davis  
Steven L. Elbaum  
Darrell V. Hill  
Susan Martin  
Mark Varholak

**ABSENT:** Kimberly Kennison  
Dr. Estela R. Lopez  
Alan Mattamana

**ALSO, PRESENT:** Jeanette W. Weldon, Executive Director, CHEFA CDC  
Denise E. Aguilera, General Counsel, CHEFA  
Jessica Bishop, Administrative Services Assistant, CHEFA  
Daniel Giungi, Communications and Government Affairs Specialist, CHEFA  
Krista Johnson, Compliance Specialist, CHEFA  
Dan Kurowski, Manager of Program Development, CHEFA CDC  
Joanne Mackewicz, Controller, CHEFA  
Michael F. Morris, Managing Director, Client Services, CHEFA  
Marlene Pagan, Transaction Analyst, CHEFA  
Cynthia D. Peoples-H, Managing Director, Operations & Finance, CHEFA  
Julia Pollano, Operations Reporting Analyst, CHEFA  
Kara Stuart, Manager, Administrative Services, CHEFA

There being a quorum of the Directors present for the purpose of transacting business, the special meeting of the CDC Board was called to order at 2:56 p.m. by Chairperson Peter W. Lisi. Kara Stuart acted as the Secretary of the meeting and recorded the minutes.

**APPROVAL OF MINUTES**

Mr. Lisi requested a motion to approve the minutes of the September 15, 2021 annual meeting of the Board of Directors. Mr. Varholak moved to approve the minutes which was seconded by Ms. Martin.

Upon a voice vote, the “Ayes,” “Nays” and “Abstentions” were as follows:

<b><u>AYES</u></b>	<b><u>NAYS</u></b>	<b><u>ABSTENTIONS</u></b>
Peter W. Lisi	None	None
Michael Angelini		
Lawrence Davis		

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<sup>1</sup> All attendees participated in the meeting via conference telephone that permitted all parties to hear each other

Steven L. Elbaum  
Darrell V. Hill  
Susan Martin  
Mark Varholak

**OTHER BUSINESS**

**Proposed Board Schedule CY 2022**

Mr. Lisi requested a motion to approve the 2022 Meeting Schedule. Mr. Davis moved for approval and Mr. Angelini seconded the motion.

Upon a voice vote, the “Ayes,” “Nays” and “Abstentions” were as follows:

<b><u>AYES</u></b>	<b><u>NAYS</u></b>	<b><u>ABSTENTIONS</u></b>
Peter W. Lisi	None	None
Michael Angelini		
Lawrence Davis		
Steven L. Elbaum		
Darrell V. Hill		
Susan Martin		
Mark Varholak		

**CHEFA CDC Updates**

Mr. Kurowski stated that as required by the CHEFA CDC ethics policy, its Board members must receive ethics training at least once a year, and training may take place at a CHEFA Board Meeting. Mr. Kurowski reported that at today’s CHEFA Board Meeting, ethics training was conducted by the Office of State Ethics. This training satisfied the ethics training requirement of the CHEFA CDC ethics policy.

Mr. Kurowski reported that on Thursday, November 4th, the CDFI Fund opened the CY 2021 Round of the Federal New Markets Tax Credit Program. There is \$5 billion in available allocation authority and applications are due January 13, 2022. A brief discussion ensued.

**ADJOURNMENT**

There being no further business, Mr. Lisi requested a motion to adjourn the special meeting of the Board of Directors. Mr. Hill moved to adjourn the meeting and Ms. Martin seconded the motion.

Upon a voice vote, the “Ayes,” “Nays” and “Abstentions” were as follows:

<b><u>AYES</u></b>	<b><u>NAYS</u></b>	<b><u>ABSTENTIONS</u></b>
Peter W. Lisi	None	None
Michael Angelini		
Lawrence Davis		
Steven L. Elbaum		
Darrell V. Hill		
Susan Martin		
Mark Varholak		

The meeting was adjourned at 3:02 p.m.

Respectfully submitted,

**FINAL**  
Approved: June 15, 2022

  
Kara Stuart  
Acting Secretary