

**KELLER HOUSING INITIATIVES, INC.  
DRAFT MINUTES OF THE BOARD OF DIRECTORS REGULAR MEETING**

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**March 19, 2026**

**DIRECTORS**

*In-Person*

Carla Dartis, Secretary  
Don Falk  
Anne Griffith  
Gary Flaxman

*On-line via Zoom*

Roy Schweyer, Vice President

**STAFF**

*In-Person*

**Oakland Housing Authority**

Anna Kaydanovskaya  
Nicol U Jacob  
Mark Mislant  
Mercedes Gaskin  
Victor Madamba

**John Stewart Company**

Ron Bowen

**1. Roll Call**

The meeting was called to order by Chair Dartis at 5:37p.m.

*(AB 2449 Compliance) The Chair of the Board will confirm that there are three (3) directors in the same, properly noticed meeting room within the jurisdiction of the City of Oakland, accessible to the public. Each Director who is accessing the meeting remotely must disclose verbally whether they are requesting to meet remotely under AB 2449 due to: (1) just cause (notice required), or (2) emergency circumstances. For “emergency circumstances, the request must be approved by a majority vote of the Board of Directors for the emergency circumstance to be used as a justification to participate remotely. All Directors meeting remotely must provide a general description of the circumstances relating to the need to appear remotely at the given meeting. A Director must also publicly disclose at the meeting, prior to any action, whether any other individuals 18 years or older are present in the room with the member at the remote location, and the general nature of the member’s relationship to such individuals.*

The following Directors responded to a roll call:

**Present** – Griffiths, Falk, Dartis, Flaxman, Schweyer

**Excused** – Wells, Hartwig, Howley

KHI Minutes  
March 19, 2026

Director Schweyer joined remotely under AB2449 due to emergency circumstances.

**2. Approval of the minutes for December 9, 2025, KHI Board of Directors Meeting**

Director Dartis moved to approve the minutes of the Board of Directors' regular meeting of December 9, 2025, which was seconded by Director Falk. The motion passed by the following vote:

**Ayes 5** – Griffiths, Falk, Dartis, Flaxman, Schweyer

**Excused 3** – Wells, Hartwig, Howley

**3. Modifications to the Agenda**

There were no modifications to the agenda.

**4. Recognition of people wishing to address the Board**

There were no people wishing to address the Board.

**5. Old or Unfinished Business**

There were no people wishing to address the Board.

**6. New Business**

There was no New Business.

**7. Consent Agenda**

There was no items on Consent Agenda.

**8. Reports**

**8.1 Keller Plaza Apartments 4<sup>th</sup> quarter 2025 property management and financial reports.**

Ron Bowen, Regional Director for The John Stewart Company, presented this informational item, and Anna Kaydanovskaya, Director of Asset Management, provided supplemental information on resident services and financial reports.

The report highlighted a one percent vacancy rate, a reduction in accounts receivable, and challenges with rent increases due to affordability restrictions until 2040. Board discussion focused on COVID-related rent

KHI Minutes  
March 19, 2026

balances, Keller Plaza waiting list management, and how changes in utility rates can affect the property's budget. The board also inquired about solar panels and the roof life for Keller Plaza and requested that staff research solar panel options for the site.

Ms. Kaydanovskaya confirmed that a new service provider contract has been executed with LifeSTEPS, with services having commenced on March 1<sup>st</sup>, 2026.

## **8.2 Keller Plaza Apartments Financial Dashboard Report.**

Anna Kaydanovskaya, Director of Asset Management, presented this informational item. Ms. Kaydanovskaya underscored that by the end of the fourth quarter, the property would have reflected a positive cash flow had the replacement reserve withdrawal request of \$203,417 been approved and disbursed by year's end.

## **9. Announcements**

Ms. Kaydanovskaya announced that the next board meeting in June will be held at Keller Plaza and that the board will celebrate the 35th anniversary of OHI and the 30th anniversary of KHI.

## **10. Adjournment**

Director Flaxman motioned to adjourn the meeting, which was seconded by Director Schweyer. The motion passed by the following vote:

**Ayes 5** – Griffiths, Falk, Dartis, Flaxman, Schweyer

**Excused 3** – Wells, Hartwig, Howley

The meeting was adjourned by Chair Dartis at 6:10 p.m.