

PASADENA VILLAGE
Special Called Board of Directors Meeting
April 25, 2025

Attending: Dick Myers, President; Wayne April, Vice President; Doug Colliflower, Treasurer; Claire Gorfinkel, Secretary; Barbara Madden, Vice President; Nolan Arcos, Shad Cruz, Dan Guerrero, Phil Hoge, Rick Holliday, Betty Ann Jansson, Sue Kujawa, Paula Rao.

Staff: Katie Brandon

Absent: Sally Asmundson, Bridget Brewster, Michelle Chiu, Ron Stoffers, Jo Yeargin

This meeting was specially called to consider two items.

1. Katie's appointment to the City of Pasadena Senior Commission

President Dick Myers offered a motion to re-appoint Executive Director Katie Brandon to serve a three-year term on the Senior Commission. Katie spoke briefly about the outreach and other benefits that arise from serving on the Commission alongside representatives from Pasadena's council districts, the Pasadena Senior Center, Huntington Hospital Senior Care Network and others. They hear presentations and advise the city. The Village also benefits from engagement with *Pasadena Celebrates Older Americans Month*, where the city will contribute a resource handbook.

The motion was unanimously and enthusiastically approved.

2. Finance Committee consideration of moving to suite 113 at the Flintridge Center

Doug Colliflower and Katie presented "Amendment 4," the new lease for the office at #113, proposed by Flintridge, and pasted below. With gratitude that the lease would be for a three-year period, and a few questions (Is the rent increase guaranteed for three years? No.) a motion was made to accept the proposed lease.

The motion was unanimously approved.

The \$16,597 proposal from Kaplan Construction for renovation of the space at #113 was also presented. The Finance Committee requested a \$20,000 amendment to increase the 2024/25 budget for improvements to the new space, including:

- Removing walls and doors, and relocating electrical outlets
- Reconfiguring light switches
- Matching ceiling tiles
- Removing carpet and replacing it with laminate flooring
- Installing a new door.

The Village is to pay Flintridge and they would pay the contractor, who is also doing other work around the Center. The new space should be ready by June 1, at which time staff will be able to move in, however it may not be ready for group meetings for approximately two weeks.

The Space Task Force is also recommending between \$15,000 and \$35,000 worth of upgraded conference technology, new furniture and computers, and other furnishings. Katie is working on grant proposals to cover these costs.

It was moved to approve the \$20,000 budget amendment for renovations. The motion was unanimously approved.

The meeting was adjourned.

Claire Gorfinkel
Secretary

**Flintridge Center – Pasadena Village
Multi-Tenant Building Lease
236 West Mountain Street, Suite #113, Pasadena, CA 91103**

Amendment #4

The Lease dated January 2, 2013 by and between the Flintridge Center ("Landlord"), a California nonprofit corporation, and Pasadena Village ("Tenant"), a California nonprofit corporation, is hereby amended, as follows:

- a) **Premises.**
Suites #104 upgraded to Suite 113
- e) **Lease Term.**
June 1, 2025 through May 31, 2028
- g) **Expiration Date.**
Suite 113 – May 31, 2028
- i) **Increased in Monthly Rent.**

The Monthly Rent Shall increase on June 1, 2025 from \$1,591 to **\$2,562** to reflect the change from Suite 104 to Suite 113.

All other terms and conditions shall remain in full force and effect.

The parties have executed this Amendment at the place and on the dates specified below next to their respective signatures.

LANDLORD:

Signed at _____
A California Nonprofit Corporation
on _____, 2025
By: _____
Joshua McCurry
Director

Flintridge Center