

***Volunteer Attorney Accomplishment for Internal and External News***

**Date:** January 25, 2021  
**Name of Attorney:** Marc Richter  
**Name of Firm:** Loeb & Loeb LLP  
**Client Served:** Highland Park Community Development Corporation (HPCDC)  
**Accomplishment:** Amended organizing documents to enhance Board oversight and enable HPCDC to expand its services beyond Brooklyn and into the Bronx, New York, Queens, and Richmond counties of New York City.

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***Specific Case Highlights:***

Highland Park Community Development Corporation is a tax-exempt organization incorporated in 1998 with an initial mission of providing services to improve the quality of life in its Brooklyn communities. HPCDC's programming includes family residential shelters, an afterschool program, and a program which provides socialization tools for development through behavior modification. HPCDC helps to alleviate challenges associated with poverty, discrimination, and urban living. It currently manages and operates Tilden Hall Residence, a 117-unit Tier II Shelter Family shelter in Flatbush, Brooklyn, providing services and support to 415 individuals, with a population consisting of children (66 percent) and parents (34 percent).

HPCDC sought to improve its corporate governance documents to generally enhance Board oversight. Additionally, its Certificate of Incorporation provided for services in Brooklyn communities and HPCDC was in discussion with the Department of Homeless Services to begin operating two additional Tier II shelters, one located in Brooklyn and another located in the Bronx.

**Marc Richter of Loeb & Loeb LLP** assisted HPCDC by reviewing and amending its Certificate of Incorporation to expand HPCDC's geographical reach. He also updated its bylaws, conflict of interest and whistleblower policies, and annual disclosure questionnaire. Additionally, Mr. Richter drafted an audit committee charter for HPCDC.

Betsy Lopez, HPCDC's Chairperson, remarked, "As a charitable organization working to help the homeless within the urban communities, we have only limited resources to devote to expenses that, although necessary, are not directly program related. Thanks to Marc, we can now expand our services beyond Brooklyn. We are currently working with a developer to open a new 100-unit Tier II Family Shelter in the Bronx. We feel much stronger as a growing organization, and we feel we have established and enhanced the Board's oversight. We take our role as a responsible employer with 60 staff members seriously and we benefited tremendously from the assistance and guidance in developing and enhancing our policies."

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