**TEXAS HOUSING ASSOCIATION**

**BOARD MINUTES**

**October 23rd, 2014**

President Cal Davis called the meeting to order at 9:10 p.m.

**ROLL CALL**

Excused absences

Correspondence was received from the following excusing their absence from the board meeting:

 Med Daniels – Pittsburg Housing Authority

 Bill Miller – Tahoka Housing Authority

 Vicki Young – Meridian Housing Authority

 Tammy Hensarling – Newton Housing Authority

 Bernadine Spears – Odessa Housing Authority

 Selarstean Mitchell – Fort Worth Housing Authority

No correspondence requesting an excused absence was received from:

 Mike Lopez – Hidalgo County Housing Authority

**MINUTES**

Arnold Padilla asked for clarification regarding the motion made by Bernadine Spears to contribute toward TxNAHRO's contract with the legislative consultant. According to the recording and notes from Shirley Hensley the motion was made in the amount of $3.500. There will be more discussion regarding this subject when the budget is discussed. Sherri McDade made the motion to approve the minutes of August 14, 1014, Mike Chapman seconded, and the motion was approved by all.

**TREASURERS REPORT PRESENTED BY ROBBIE CROW**

Robert Crowpresented the financial statement through September. The report is on a cash basis and may not reflect all the money coming in through October. This year a loss was experienced mainly due to the increase in the scholarships and annual conference. Money was saved in some areas, there was no furniture purchases, travel was less than expected, and the sundry category was not fully spent. We never like to see a negative year. Robbie Crow recommends we watch expenses. The budget will be met for conference but it will be tight because of cancelled rooms. Sherri McDade asked where the primary loss was from. $12,000 was the extra money the board voted to give towards scholarships. The Omni hotel was expensive, food cost was very high. Monica Moneymaker moved to approve said report, Arnold Padilla seconded, and the motion was approved by all.

President Cal Davis asked all new board members and current members to introduce themselves.

**ADMINISTRATIVE COMMITTEE REPORT PRESENTED BY STAN DULANEY**

There was no new business discussed.

**ANNUAL CONFERENCE presented by Linda Bryant**

Annual conference is scheduled in Galveston beginning on August 17th. The theme is "all about the beach". The HCV certification program will be offered as the Public Housing certification was offered at conference in 2014. There will be no dance and casino instead there will be a party by the pool on Wednesday night with several different kinds of bands and entertainment. Discussed renting The Colonel, a big paddle boat, this could be used as opening reception on Monday night. Golf will be scheduled for Monday afternoon. Conference committee discussed ideas such as regional gift baskets as a fund raiser for scholarships, canned food drive to exchange for red tickets for the big giveaway. Registration may need to be increased, the cost of conference, especially food, keeps increasing and registration has not really increased much. Omni cost close to $150,000. Galveston should make a profit and the hotel will be Moody Gardens. 2016 Annual Conference will be at the Hyatt in Austin, 2017 will be at the Sheraton in Dallas. Discussed making needing a motion to raise the cost of registration. Becky Leal asked if the increased cost would cover the cost of the paddle boat or would that still be an add on? Children will be charged the same price as a spouse. Children will not be allowed in unless they have a badge.

Peggy Gaydos made the motion to approve increasing the cost of registration to $350, Hope Ortiz seconded the motion. Robby Crow asked if that would be the maximum and would we still give discounts for large groups? Arnold Padilla stated that it is an enticement for agencies to bring a large group. Maybe the rebates need to be scheduled in stages based on the size of the group. Cal Davis suggested that Linda find the easiest way to work the rebates so tracking does not become an issue. Robbie suggested that Linda do an analysis to make sure the discounts don’t effect the profitability of conference. Mike Chapman suggested changing the cancellation policy and that refunds be given only if money is not lost on conference. Linda stated that a cancellation policy is already in place. There is a motion on the floor. President Cal Davis called for a vote. All were in favor, motion passed.

**FINANCIAL COMMITTEE REPORT PRESENTED BY ROBBIE CROW**

Reviewed budget prepared by Linda. The past board approved $3,500 to spend on the contract with TX NAHRO and Eric Woomer. The past board did not have the final numbers for the year. Based on the final numbers the committee recommends moving the $3,500 to a bonus for Linda instead. Arnold Padilla stated that because we have had a loss this year it might be safer to only contribute $500 to the legislative contract instead of $3,500. Arnold believes that being conservative in light of the past year is the best course of action. Stan Dulaney asked what benefit we actually received last time. Linda stated that not much benefit was actually realized, while there was nothing much critical he was helpful. Most of the benefit was related to TDHCA and that only affected a handful of properties. Sherri McDade said that we need to think about how the contract affects everyone. Peggy Gaydos recommended reducing the equipment line item to $2,000, contributing $1,000 to the legislative contract and still have $3,000 left for employee compensation. Robbie Crow said that sounded reasonable.

Mike Chapman made the motion to reduce the equipment line item to $2,000, contribute $1,000 to the legislative contract and budget $3,000 for employee compensation. Dee Zachary seconded the motion. All were in favor, motion carried.

Stan Dulaney recommended that contributions be determined at the end of the year when we have a surplus. These contributions would be earmarked for increase in scholarships or legislation. Robbie Crow suggested we have a set amount we want in reserves. Arnold Padilla said the finance committee will come up with a safe reserve amount. Becky Leal asked about TML Contributions being earmarked for scholarships or is it for operations? Linda said she felt it was important to keep the scholarship award at $4,000 and six people had already been selected.

**MEMBER SERVICES PRESENTED BY CRISTI LAJEUNESSE**

The committee discussed different ways to increase membership. Ebby Green suggested we reach out to new vendors that are not members of THA including service organizations and consultants. A central place to have RFPs posted restricted to members only might entice other vendors. This year we would like to pre-sell t-shirts and have a t-shirt day at conference promoting THA. As in the past we would like to continue with the scavenger hunt, Out of the Box, and HUD Above and Beyond. Discussed possible donations for giveaways from local vendors in the Galveston area.

**SCHOLARSHIP COMMITTEE REPORT PRESENTED BY MONICA MONEYMAKER**

The committee proposed four scholarships at $4,000 each. The application will be updated to change dates to 2015, the amount on application and change to the approved number of scholarships that will be awarded. It is in the proposed budget so no motion is required. The committee recommends $20,000 for next year.

**TRAINING COMMITTEE REPORT BY LINDA BRYANT**

There were four main things discussed. Trainer travel policy, a set per diem rate needs to be set. Registration needs to be raised by ten percent. The costs keep increasing and our registration has not. The Open Meetings Act and Public Information Act presentations were approved by the Attorney General and can now be included in the Commissioner training. We have been charging $200 per commissioner with a minimum of $1,200. Will start including the cost of travel for the trainer. Discussed the possibility of having webinar trainings. Linda is going to survey and see if anyone is interested in online training.

**REGIONAL ORGANIZATION REPORTS**

 **BCHA** – Dee Zachary – met in Dublin on July 10 – discussed operating budgets and setting up tenant files. They also talked about dates of required reports, flat rent and drug dog policies. Linda contacted David Storms regarding training for the November 19-20th meeting scheduled in Granbury, with Strasburger, Travis Martin and HUD staff. There was not much response on request from organization for training from THA, a couple of people asked about public funds investment training.

 **CHAT** – Aileen Montgomery – at the January meeting they discussed community service policies and compliance. Tim Daniels personnel training at the March meeting and in June they sponsored hands on maintenance training. For the July meeting Jesse Travis presented information on getting ready for retirement and social security they also had a salad luncheon. In September they talked about various executive director issues and November will be the annual gift exchange and potluck luncheon.

 **CTHA** – Lisa Perata – in September they discussed how to increase attendance at meetings. The meeting in November will be in Temple to go over changes in the budget.

 **HAESW** – Nora Rodriguez – HUD came and trained in Dilley mostly because of an issue with board in Pearsall, board members are taking money and attending training at will. They had a Christmas in July meeting. November 6th will be the Thanksgiving in Carrizo Springs.

 **HAVE** – Arnold Padilla – met in October; they will have the annual HUD conference 4-5 in December. Their scholarship committee is going to raffle a vehicle. The Annual Meeting will be December 19th. Arnold is working on training with SAFO from an ED perspective.

 **NETHA** – Steve Martin – In September they had a round table. The November 19th meeting will be held in Pittsburgh and they will have Thanksgiving dinner. On the 20th of November there will be a meeting in Mt Pleasant to discuss a GPNA consortium with Ameresco.

 **NTHA** – Sherri McDade – the July 10th meeting was held in Dallas with HUD; they discussed the permanence of affordable housing, workforce solutions, and a web based app. They had the election for new a representative. In September they met in Tarrant and the topics were violence in the work place, recognition of new officers, managing and tracking incoming paper work, and updating phone systems. The November meeting will be in Mesquite.

 **SETHA** – Tara Pittman – Wes Bell resigned as president, Ginger from Livingston is the new president. The November meeting is set for the 19th in Corrigan for Thanksgiving and they are trying to get training from HUD.

 **TOTHA** – Mike Chapman – met in July on the 23rd, 24th and the 25th. Two weeks ago David and Regenia held a commissioner training; a total of six agencies were represented. They are working on the November meeting set for the 12th with Ameresco to discuss a GPNA consortia.

 **WTCPHA** – John Salcido – the last meeting was in April. Discussed the need for training in these areas, new administrative training, Housing Quality Standards, eligibility, and on hands maintenance.

**NEW BUSINESS**

The spring meeting will be held the 26th and 27th of March depending on availability at Moody Garden in Galveston. Monica Moneymaker made the motion to approve the location. Peggy Gaydos seconded the motion. All were in favor, motion carried.

**OLD BUSINESS**

Robbie Crow asked if there were updated forms on the CFP budget process. There were no known updated forms.

**ADJOURN** – Motion made by Dee Zachary to adjourn. John Salcido seconded the motion. All were in favor, motion carried.

Submitted by Cristi LaJeunesse, Secretary