

TEXAS HOUSING ASSOCIATION  
BOARD MINUTES  
HYATT REGENCY SAN ANTONIO RIVERWALK  
April 20, 2022

Acting President Mike Chapman called the meeting to order at 9:10 am.

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Mike Chapman - Present (ACTING President)  
Kim McGilvray - Present  
Cristi LaJeunesse – Excused – shared details of illness  
Cal Davis - Present  
Stacia Waters - Present  
Rebecca Leal - Present  
Dee Zachry - Present  
Amy Fava – Absent (unknown reason – nothing received prior to meeting)  
Joan Wright - Present  
Ebby Green – Absent – (emailed Joan she wasn't receiving THA emails)  
Debbie Villarreal - Present  
Peggy Gaydos - Present  
Daisy Flores - Present  
Horacio Pequeno – Absent - Excused - scheduling conflict with HA  
Stan Dulaney – Absent Excused (Ill)  
Steve Martin - Present  
Wayne Pollard - Absent (unknown reason – nothing received prior to meeting)  
Deana Broussard - Present  
Joyce Young - Present  
Johnna Gibson - Excused - REAC Audit  
Josh Talley - Present  
Sandy Trevino - Excused - Chicken Fried Steak event coordinator for Lamesa  
John Salcido - Present  
Andrew Laabs – Excused - Audit

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

Cristi LaJeunesse  
Stan Dulaney  
Horacio Pequeno  
Sandy Trevino

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Peggy asked how we want to deal with others who do not reply with their attendance. The ones not heard from will be marked unexcused contingent on if any emails were received when she returns to the office.

Peggy Gaydos motioned

Becky Leal 2<sup>nd</sup>

Mike Chapman Approved the motion to excuse those who contacted Jen. \*Jen will check emails once she returns to the office.

Motion approved unanimously

Motion passed

**Reviewed last meeting minutes:**

Kim McGilvery motioned to approve Oct 21, 2021, meeting minutes

2<sup>nd</sup> Joyce Young

All approved unanimously

Motion passed

**TREASURERS REPORT PRESENTED BY CAL DAVIS**

***Balance sheet***

\$317, 220 – As of end of March

Budget vs actual - On schedule

Income – over budget appears with large amounts is due to not having conference yet.

TML check – we budgeted for \$45,000 but received \$53, 729 (other income) – this explains the \$8000 amount appearing as over budget

Expense \$180,000 - -<\$24,000> (have not given out yet this year)

Employee benefits are right on target

***Net income*** is \$24,025 – Income is down in the workshop registrations. Workshop and conference is where we receive a lot of our income. Workshop training has been down for the past couple of years. We are hopeful to see an increase in the training.

*Stacia asked* if we were tracking on-site vs online to show which is above the other. Jen explained we are trying to set up more in-person but that classes held virtually save us more money.

**818 – Insurance** – Jen brought up that our insurance gave us a rebate because we moved <\$134>

Cal asked / shared if anyone knows of anyone that is interested in training to share with us because we are looking for more trainers.

**Adjustment to the budget approval requested - Cal**

Josh motioned

2<sup>nd</sup> by John Salcido

All approved unanimously

Motion passed

## **ADMINISTRATIVE COMMITTEE REPORTS PRESENTED BY MIKE CHAPMAN**

Discussed the TML check. We might have to pay taxes on it and trying to structure where we do not pay taxes. We want to be careful about how we approach TML but that we will explore.

Stacia brought up another subject discussed in the Admin Committee meeting - reference to a question brought up in the last board meeting from Wayne Pollard related to how people approach bringing suggestions or ideas to the board. We talked about a "suggestion sheet" being added to the conference program to allow suggestions/ideas. We will have a box at the conference at both Members Services and Registration desk to put the forms into the box at the conference. What is received will be given to the Admin committee to present to the board.

## **ANNUAL CONFERENCE & MEMBER SERVICES COMMITTEES PRESENTED BY JENNIFER DUGAN & KIM MCGILVRAY**

We will plan to tour next years hotel for the conference by having a board meeting there.

**Annual Conference - Theme is Game Night** –Guest speaker is Billy Riggs.

JoAnn Rodrigues THA Trainer secured her company Quadel to host the Tuesday luncheon. The lunch theme is going to be Trivial Pursuit. Wednesday night party is going to be a casino night. Tuesday reception with the vendors – We will have games within the vendor areas such as Plinko and Spin the wheel. We will need many volunteers to help.

Unsure about Monday night. Dave & Busters is too expensive. Might do a meet & greet at a restaurant on the River Walk.

Wednesday night casino night will include a children's dance (Folklorico).

**Members Services** – Kim McGilvray shared the scavenger hunt will continue this year.

T-shirts are returning. The price will stay in the same price range as last year.

Regional gift baskets will also return.

## **FINANCE COMMITTEE REPORT PRESENTED BY CAL DAVIS**

Line item #831 (legal fees) needs to be modified. We need something in that category due to considering looking into tax questions with TML money. Maybe hiring an attorney to help vet tax questions. It was suggested to put \$5000 into legal fees to potentially cover what we will need. With this addition it will bring us to a positive balance of \$24,900 end of the year.

Kim McGilvray motioned to add \$5000 to line item #831 Legal fees

Stacia Waters 2<sup>nd</sup>

All approved unanimously

Motion passed

## **SCHOLARSHIP AND AWARDS COMMITTEE – STEVE MARTIN**

Noted that in their meeting yesterday, they reviewed some applications. No trade school applicants were received. Discussed to bring attention to vocational scholarships at the conference to allow more awareness and get the word out.

John Salcido has returned to the scholarship committee.

### **Regional reports:**

**BCHA** - Dee Zachry/Dublin: Last meeting was held at Comanche HA. Fair housing issues and the maintenance department training was held. Cal Davis was the trainer. Also had Robert Oglesby/Lowes. Focus was maintenance with AC/Heating training. Held on March 23, 2022.

Next meeting will be held at Brady.

**CHAT** – Peggy Gaydos/Ingleside: They held a potluck luncheon and gift exchange meeting in December. 23 showed up. They are seeing signs of trouble getting people to show up for their meetings. Had to cancel meetings due to low attendance. She shared that the training in July had good attendance. They covered EPIC and employee insurance. Need help with mental health and eviction notices training.

**CTHA** – Joan Wright/ McGregor: They have met twice since the last board meeting. They have restructured and now have new officers. The new President is Ebby Green. December & March meetings held. Will have a May maintenance meeting focused on HVAC

**HAVE** – Daisy Flores/Cameron Co: They had a meeting and now their VP is Dr. Castillo from the Edinburg HA. Next annual conference meeting will be in June 13-17 at the island.

**NETHA** – Steve Martin/ Mt. Pleasant: Last meeting was held March 30 at Grand Saline. Held a training meeting in March also. Next training meeting is May 4. Next regular meeting is May 25. A decision was made at last meeting to have bi-monthly training to help train staff and workers. Their big news is that they have 100% participation with participating agencies with all paid in full (45 agencies) and all are THA members.

**NTHA** – Deana Broussard/Fort Worth: New leaders and they are still needing to meet. New leaders Esther Coleman and Laneisha Davis.

**SETHA** – Joyce Young/Baytown: Last meeting was March 16 with HUD. Met through TEAMS and Brian Reese was the speaker. Discussed REAC, Capital Funds and had a round table discussion.

**TOTHA** – Mike Chapman/Josh Talley: They have talked but no meetings yet. They are needing to elect new officers and get their meetings going again. Josh shared how all have been busy with REAC inspections.

**WTCPHA** – John Salcido/Pecos: Last meeting held March 30 with an election of officers. 11 out of 18 invited were present via Zoom. Guest speaker from the Public Relations for Excess Tele-Federal Communications. Did a presentation on free internet service with a free tablet. This company bills the tenant direct vs billing the HA. John shared with Cal about needing new director and new commissioner training for West TX. Issues with making this happen are they are small and in remote areas and its expensive to host at each location so they might consider training more centralized for the new people. John will get with Jen and Cal to set up.

## **NEW BUSINESS**

### ***President to elect 5 members for the nomination election committee***

This year is the year we vote on new officers. By Laws state a committee of 5 members should be formed in April. This Item cannot be tabled due to deadline dates. Acting president can move forward with the election of 5 names. Mike asked for volunteers. They are Dee Zachry, Stacia Waters, John Salcido, Joan Wright, and Peggy Gaydos with Stacia as the Chair of the nomination election committee. Shall accept nominations from THA memberships for positions President Elect, 1<sup>st</sup> Vice President, 2<sup>nd</sup> Vice President, Secretary and Treasurer. Jen to send out the election emails. Covered all dates and timelines for steps to alert, nominations, and voting.

## **OLD BUSINESS**

Item reviewed on THA internet site lock down for only members. General public does not need free access to our THA documents as well it is an incentive to join. Will allow free access to THA calendar and training. As of now 22 are not THA members. Mike shared how some agencies were over multiple agencies and only pay for (1) membership. Some HAs have repositioned. We need to continue looking into providing training on pre-repositioning and post-repositioning.

Discussed that THA will send out an email/communication to the people outside of Texas to explain we will charge a fee for website access. Cal suggested locking down then contacting the people. The quote received from the web developer will cost \$250 to complete website security. Motion / all approved to pay \$250 to shut down the website.

Areas outside of our Policies/Resources, documents and membership contacts on the website will remain visible to serve as advertising.

All approved to lock down the website.

If someone doesn't want to join as a member, they can pay higher and then if someone wants to join let them pay their # of HA to join.

Outside of TX to pay the highest dues \$300

It was suggested that we increase our Associate Membership fee. Consider \$250 - \$300. John said whatever the highest PHA rate is we should charge that to the Associate Members. Plan to communicate this upcoming change at the conference. Admin committee will need to review changing the By Laws. They need to meet before August meeting.

Disclosure forms – all members need to fill out a form to keep transparency. All changes of roles/positions will require a new form to be filled out.

Mike called for a motion to adjourn

Josh Tally motioned to adjourn

End – 10:40 am