TEXAS HOUSING ASSOCIATION
BOARD MINUTES
March 19, 2026
Fort Worth Renaissance, Fort Worth, Texas

President Kim McGilvray called the meeting to order at 8:30 am. Andrew Laabs arrived at 9:04 am.

Excused absences – Ebby Green, Olga Gonzales, Sean Vanderveer, and John Salcido.

Stacia Waters made the motion to approve the excused absences. Dee Zachry seconded the motion. Motion carried unanimously.

Andrew Laabs arrived at 9:04 am.

Minutes of the previous meeting were presented. Wayne Pollard made the motion to approve the minutes with corrections. Olga Gonzales seconded the motion. Motion carried unanimously.

The minutes were amended to reflect that the $45,000 amount was declined; the previously approved amount was $5,000 for the legislative committee with TXNAHRO.

Treasurer's Report / Financial Report

Cal Davis presented the Treasurer's Report. Page 4 reflects the agency's financial position; THA operates on a cash basis and maintains a statement of activity.

The aging report reflects $588,000 due to 85 members that have not yet joined. April 1st is the deadline to join or be removed from membership.

A report will be brought in October 2026 showing the amount of dues lost due to agencies being managed under a single director.

Page 6 reflects the statement of activity, the profit and loss statement for January 2026.

Revisions were requested to the Budget vs. Actual report. Jennifer Dugan will add a separate dues line item to distinguish vendor dues, and will increase Line 804 (staff training) to $2,000. Last year's dues totaled $108,000. Line 600 (dues) currently reflects $100,000; the board recommended adding $2,000 to this line. It was also recommended that vendor dues be increased from $300 to $500.

Mike Chapman made the motion to approve the Treasurer's Report/Financial Report with the changes discussed. Ronda Franke seconded the motion. Motion carried unanimously.

Executive Director's Report

Jennifer Dugan presented the Executive Director's Report. 291 of 376 member agencies have joined; 85 have not yet paid. There are 40 vendor members; vendor members typically join closer to the conference, though vendor membership overall is declining. Five trainings have been held, with five more scheduled. Member communication included 26 calls and 430 emails, with 204 total communications sent. Eight Commissioner Handbooks were sold. Five jobs were posted, six RFQs were issued, and six surveys were sent.

On a personal note, Jennifer is taking courses on her own time. She completed an Excel course and is currently working on a 30-hour course, and is also taking a course on communication and leadership

skills. She is working with the accountant on QuickBooks. This year's conference is scheduled the 25th through the 27th of August.

Administrative Committee Report

Kim McGilvray presented the Administrative Committee Report. The committee discussed Jennifer Dugan's growth in the position and noted significant improvement. Changing the phone system to a VOIP system was discussed. Regarding the THA website, the committee discussed improving the website and having headshots or a group picture taken of the board. At the conference, the executive board will be seated at the front table with representatives at the front for introductions.

Scholarship Committee

Steve Martin presented the Scholarship Committee report. Eight applications have been received; materials are going out to the judges, and April 17th is the deadline for the judges' decisions. The scholarship will be named the Linda Bryant Memorial Scholarship. The committee will revisit the age limit requirement for the scholarship.

Annual Conference Committee Report

Jennifer Dugan presented the Annual Conference Committee Report. THA will be using a new registration program called Event Leaf, which offers nonprofits a 15% discount. The program includes a phone app with the conference agenda and push notifications, and allows for vendor registration through the app. For an additional fee, vendors can scan attendee badges through the app to collect contact information as leads. Registration will be streamlined using two iPads and a card scanner to accept credit and debit card and tap payments; the goal is to have no unpaid registrations remaining after the conference.

This year's conference marks THA's 75th anniversary, or "Diamond Jubilee." The Wednesday night party theme is Boots and Bling. Tuesday will include a birthday celebration for THA, with awards presented in several categories. T-Shirts will be worn at the luncheon instead of Wednesday night. A start-date field will be added to registration to capture each attendee's start date in the industry, and vendors will give a brief commercial at the beginning of Tuesday's lunch. Doors will close 45 minutes prior to the start of each food event. Entertainment will include a comedian and possibly a mentalist. Dinner will run from 6:00 pm to 9:00 pm. Monday evening will include a reception from 3:00 pm to 5:00 pm, followed by a movie night on the roof around 8:00 pm, with an indoor backup plan in case of rain. THA will have use of the entire hotel for the conference.

Session topics discussed included customer service, board meetings, conflict resolution, an HCV Occupancy Class, and an executive management session planned for next year. An additional table will be available on-site for Monday class registration. Eric Woomer will present a session by Zoom. Cancellation coverage was also discussed: coverage applies for any cancellation reason other than an act of God or circumstances outside the association's control, and requires 120 days' notice for 75% of rooms and 40% of food.

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Member Services

T-shirts were discussed for members, along with using Goose Chase as an interactive game at the conference.

New Business

Stacia Waters made the motion to make Med Daniels an honorary member. Stan Dulaney seconded the motion. Motion carried unanimously.

It was noted that Jennifer Dugan is not currently under a formal contract. Wayne Pollard made a motion that Jennifer Dugan's contract be effective through December 31, 2026. Motion seconded by Stacia Waters. Motion carried unanimously. This item will be added to the October agenda.

Conferences for 2026 and 2027 will be held at the Fort Worth Renaissance Hotel.

Old Business

The October Board Meeting is scheduled for October 21–22, 2026, and the Spring Board Meeting is scheduled for April 21–22, 2027.

A motion to adjourn the meeting was made by Andrew Laabs and seconded by Dee Zachry. Motion carried unanimously. The meeting was adjourned at 10:23 am.

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In attendance -

Kim McGilvray (Decatur)

Andrew Laabs (Odessa, Rankin)

Stan Dulaney (Gladewater)

Cal Davis (New Boston, et al)

Cristi LaJeunesse (Kenedy, et al)

Stacia Waters (Atlanta, et al)

Steve Martin (Mt. Pleasant)

Dee Zachry (Dublin)

Ronda Franke (Baird)

Ebby Green (Round Rock) - absent

Joan Wright (McGregor)

Deborah Villarreal (Kenedy)

Tricia Taylor (Port Lavaca)

Daisy Flores (Cameron Co.)

Rudy Ramirez (McAllen)

Sean Vanderveer (Sherman) - absent

Teylor Maxwell (Henderson)

Robyn Armstrong (Garland)

Wayne Pollard (Tarrant County)

Johnna Gibson (Corrigan)

Kari Rawls Beard (Woodville)

Olga Gonzales (Levelland)

Mike Chapman (Lubbock, Ralls) John

Salcido (Pecos) - absent Robert

Bennett (Stanton)