**Minutes**

**Colorado NAHRO**

**Colorado NAHRO Board of Directors**

**Board Meeting of July 21, 2016**

AGENDA ITEM 1: INTRODUCTIONS, ROLL CALL:

President Lori Rosendahl called the meeting to order at 1:08 p.m. As there was a quorum, the following business was transacted.

 Board Members Present:

 Lori Rosendahl Ann Watts Ismael Guerrero

Jennifer Eby Peter Lifari Joan Smith

Ed Talbot Craig Maraschky Duane Hopkins

Julie Brewen Jill Klosterman Don May

Dave Martens

 *Guests: Amy Case, GJHA; Keith Roberts, Jefferson County HA*

AGENDA ITEM 2: Approval of Minutes:

***Ann Watts moved to approve the minutes of the March 17, 2016, Board meeting. Don May seconded the motion. The minutes were approved unanimously.***

AGENDA ITEM 3: President’s Report

Lori reported on the National NAHRO Housing Committee results from the recent Portland conference. The committee is working on the Admin Fee Study and the reactions to it. There are gainers and losers. HUD is seeking comments on the Study through October 18th. There was discussion that we need to obtain a copy of the white paper on the topic and distribute it to members. Lori will share a comment paper that she wrote and also some information from Jonathan Zimmerman at PHADA. We need to find out what NAHRO is putting out on the topic. Lori established a sub-committee comprised of herself and Julie Brewen to address the Admin Fee Study. Board members and members are encouraged to make comments to HUD on the study, the more the better.

AGENDA ITEM 4: Financial Report:

**2016 Conference Financial-** Dave Martens reported that the final conference numbers are being reconciled between himself and Carl. The preliminary numbers indicate an approximate profit of $32,746. There were 373 total attendees with 265 attending the management conference and 108 attending the maintenance conference. Total revenue was $144,118 with $94,230 in registration and $49,210 in sponsorship income. Total expenses were $111,630. Both registrations and revenue exceeded the budgeted expectations.

**YTD Financial Report**– Dave Martens presented the financial report for Carl Musso for the month ending 6-30-16. Reviewed by the Board were the following statements:

* Balance Sheet as of 6/30/2016 with 12/31/2015 balance for comparison
* Annual budget comparison to 6/30/2016 for actual income/ expenses
* Member listing for 2015 dues as of 6/30/2016.

The cash balance for all accounts as of 6/30/2016 is $136,212.27 with a net positive income of $36,831.12.

***Duane Hopkins moved for approval of the financial report, Craig Maraschky seconded the motion, all approved.***

AGENDA ITEM 5: Old Business

**Strategic Planning Update-** Julie Brewen reported that Toolbox Creative has been employed to develop at Public Relations toolkit. The sub-committee working on the toolkit is comprised of Julie Brewen, Betsey Martens, and Kimball Crangle. The key issues being examined are why affordable housing matters; positioning in terms of what does CoNAHRO well and what it can improve on. Julie shared a copy of the “Mindjam” brainstorming session that was recently developed as a result of a meeting between Toolbox Creative personnel and the sub-committee. Work is ongoing.

**State of Colorado Legislative Update**- Craig Maraschky reported that House Bill 1006 on sales and tax use will have new rules and will be coming out for comment. There was discussion about when the new rules would begin and who would be exempt. Refunds were also discussed. The application process is tricky and they don’t know how they will structure this. It is important for agencies to apply for refunds this calendar year.

Don May reported on the national level that HB3700 and SB3083 have passed which is a victory for all. Craig will be sending out thank you letter to all the senators and congress people who were involved.

AGENDA ITEM 6: New Business

* 2017 Joint Conference- CoNAHRO will be the next host state for the MPRC regional conference in 2017. Dave reported that he and Lori have discussed possible sites and suggested that we do the conference in Vail again the week before Memorial Day. Dave mentioned that he had suggested this location to the MPNAHRO Board in Portland on July 15th and the MPRC approved the location. After discussion it was agreed to pursue the Vail location. Dave will work on getting a contract.
* State-Wide Waiting Lists- Dave was asked to contact Donna Brown, the NAHRO Service Office in Massachusetts, to find out more about what they were doing with state-wide waiting lists. Dave provided some basic information about their program and it was agreed that we ask them to do a presentation on the subject at our next Board meeting via some kind of video conferencing program. There was a question raised by Ismael Guerrero as to whether the program was for just public housing or also Section 8.
* AFFH Deadlines- Ismael also brought up the issue of AFFH deadlines and whether a regional approach was desirable. Most people agreed that a regional approach was not preferred. Betsey Martens mentioned that this was an opportunity for NAHRO to demonstrate how this kind of mandate affects development. Peter Lifari suggested we find a consultant with experience to advise on the issue and then share the information with members. The group agreed that this should be an agenda item to discuss at our next meeting.
* Habitat 3 Sponsorship- Julie Brewen requested a $1000 sponsorship from Colorado NAHRO so that she could represent NAHRO at the Habitat 3 Conference in Quito, Ecuador later this year. Betsey Martens motions for the $1000 sponsorship, Ismael Guerrero seconded the motion and all were in favor.
* Housing America- Lori indicated that she wants to do an event in calendar 2016. A sub-committee was established comprised of Lori Rosendahl, Peter Lifari, Jennifer Eby and Amy Case. Betsey Martens suggested we use some of our money from our balance sheet to fund the event.
* DOH Report- Julie Brewen reported that a CoNAHRO/ DOH Developer Working Group has been established and has met to establish new underwriting recommendations. One of the goals is to more closely mirror CHFA guidelines. DOH has agreed to review the recommendations at a meeting on August 8th.
* CHFA Report- No report, Brian Miller absent.
* Housing Colorado Report- HC has volunteered to send a representative to our Board meetings to provide a report on their activities. People agreed this was a good idea. Craig Maraschky is being considered for a Board and Legislative Committee appointment. Don May is stepping down. We need to execute the 2016 MOU which will be distributed to the Board for review and approval.
* League of Cities Report- No report, Tami Fischer absent.
* National NAHRO Committee Reports- Lori has asked that national reports be submitted in writing prior to CoNAHRO Board meetings so that we discuss only the most important issue during our valuable and limited meeting time.
* Other Items- Betsey Martens asked who was applying for MTW. Aurora and Ft. Collins are applying. Ismael Guerrero asked about the status of the national NAHRO CEO research. It was reported that John Bohm was doing a good job as the interim Director; a search committee has been formed and is hiring a search firm; and that people agree that we want to stress association management experience as a primary requirement for the job.

**The next Board meeting** is currently scheduled for September 15th. Lori is reviewing schedules and we will confirm dates in the near future.

**Betsey Martens motioned for the meeting to be adjourned at 2:36 pm. Duane Hopkins seconded the motion.**