**Minutes**

**Colorado NAHRO**

**Colorado NAHRO Board of Directors**

**Board Meeting of July 27, 2017**

1. **Introductions and Welcome to the New Board**

President Troy Gladwell welcomed the Board and called the meeting to order at 9:06am. As there was a quorum, the following business was transacted.

Board Members Present:

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| --- | --- | --- |
| Troy Gladwell | Julie Brewen  | Don May |
| Carol McGrath | Emily Sander  | Alisa Wilson  |
| Ed Talbot | Ted Ortiviz (by phone) | Dave Martens  |
| Corey Reitz  | Masouda Omar |  |

President Gladwell welcomed the new Board members and Dave Martens provided an overview of current Board Members and their involvement with either Mountain Plains or Colorado NAHRO Board. Currently, 23 Board Members serve on the Colorado NAHRO Board and a quorum of 35 percent is necessary to have a vote.

1. **New Member Orientation and Overview**

Dave Martens gave a brief orientation to new Board Members. National NAHRO is based in Washington DC with 20,000 members since 1938. Its primary focus is advocacy and professional development. NAHRO is broken into eight regions following HUD’s designation of each region. Region 8 is the Mountain Plains Council of NAHRO. Its officers makeup the national NAHRO governance structure, serving on various committees and task forces i.e. legislative, Housing America, membership, development, etc.

State chapters within Region 8 include Colorado, Wyoming, South Dakota, Utah, and North Dakota. State chapters currently work independently, including their involvement with the national NAHRO. Guidance is being put together to bring unification and may involve revisions to the NAHRO constitution.

The week of July 24, 2017 kicked off NAHRO’s advocacy month and members are encouraged to view then national website under advocacy action center. Each week a different topic is featured.

The regional conference is held in Colorado every four years. Profits are shared with the Mountain Plains NAHRO. Mountain Plains is highly recognized for its efforts nationally on advocacy and involvement.

1. **Approval of Minutes from January 12, 2017**

Ed Talbot moved to approve the meeting minutes from the January Board meeting seconded by Don May.

1. **President’s Report – Troy Gladwell**

One of President Gladwell goals include raising funds to hire a contract outreach person to increase communication with county commissioners and economic development councils. The challenge is coming up with the funding and attracting the right outreach person. One option to generate the income is the possibility of raising membership rates and attracting sponsorship dollars. Julie Brewen suggested considering a pilot for the first year to fund the position in lieu of raising memberships. Housing Colorado could be a partner to build on the relationship that exists among the two organizations.

Having a dedicated person to further the work is critical in light of the current political climate, to serve as a coordinator and in collaboration with other similar organizations. The individual would need to maintain a dual track to focus on state, western slope outreach, and federal legislative advocacy.

President Gladwell asked if Board members could be identified who would be part of this working group to continue the conversation. Julie Brewen suggested this would be a good conversation to have with the entire Board as part of a future Board meeting.

President Gladwell asked if Colorado NAHRO could consider using a conference app for future events. Dave Martens will research.

1. **Financial Report**

Carol McGrath distributed copies of the financial statements through June 30, 2017. There was a $1,000 shortage from the 2017 dues over what was predicted that Dave Martens addressed. The membership due list needs to be updated as it lists all organizations at this time and it’s not clear who is an active member. President Gladwell asked how do we demonstrate value for the organizations to maintain an active membership with Colorado NAHRO? What are the benefits that Colorado NAHRO delivers? The membership list will be sent to Board electronically to review.

The motion to approve the financial statements was moved by Ed Talbot and seconded by Don May.

Lori Rosendahl joined the meeting at 10:05 am.

1. **Old Business Updates**

**A. DOH Developers Working Group Update – Julie Brewen**

A letter went to Alison George at DOH to encourage joint underwriting among the various funding agencies. Ms. George responded that at this time work had not been done in this area. President Troy Gladwell will contact Alison George to understand the letter and DOH’s response. Julie Brewen noted that the joint application innovation team concluded their work at CHFA.

**B.** **Colorado Legislative Update**

Craig Maraschky was not at the July 27, 2017 Board meeting but Dave Martens noted the summary will be shared with the Colorado NAHRO Board electronically. It was noted that collaboration with CHFA and the Colorado NAHRO Board is necessary to work jointly on federal legislative issues.

**D. 2017 Conference Recap**

Dave Martens gave an overview of the conference highlights. Attendance exceeded goals slightly. 285 attendees for the management portion of the conference and 135 for the maintenance conference. Total income generated was $165,994 of which $103,000 was received from registrations, $61,000 from vendors and sponsors as well as a $500 contribution from the Vail Valley Business Partnership. Conference expenses totaled $129,905, leaving a profit of $36,000 which will be spilt among Colorado NAHRO and Mountain Plains.

A cursory examination of the conference evaluation concluded that 85-90 percent of respondents ranked the conference in the excellent category. The sessions were generally well attended. The planning committee for each track will receive the survey feedback to review.

Regarding the 2018 Colorado and MPNAHRO. Daven Martens is pursuing another year at Vail Marriott. Some comments were received in favor of doing the conference one week earlier in May so as not to run up against the Memorial Day weekend. Dave reported that the hotel cost will be slightly more expensive for this week (May 14-18) . For example, the room rate offered is $135 for the week of May 14-18 versus $115 per night if held the week of May 21-25. Dave has been able to negotiate a rate of $125 for the week of May 14 and he asked if the Board wanted him to proceed with a contract for that week. There was a consensus to do so.

**E. Poster Contest**

Dave Martens gave an update on the poster contest. The state finalists moved to regional and three winners went to Washington DC. Announcement of winners will be made in the fall.

1. **New Business**
2. **Advocacy Toolkit Rollout – Julie Brewen**

The Toolkit was rolled out at the annual conference in May. Julie Brewen would like to invite her communication staff to share the toolkit with the Board and also arrange a webinar for the Colorado NAHRO members on the communication talking points. The toolkit will also be available to non-members on Colorado NAHRO’s website.

1. **Membership Services VP – Vacancy**

Dave Martens updated the attendees that Board member, Jill Klosterman has accepted a new job and is leaving the Eagle County Housing Authority. A vacancy in Member Services Committee has been created. President Gladwell asked if there is an opportunity to invite someone from Western Slope to take Ms. Klosterman’s place. Lori Rosendahl agreed to do some outreach with housing authorities on the Western slope to try to find a replacement.

1. **Housing Colorado MOU**

Dave Martens indicated that a copy of the MOU has been received. Colorado NAHRO provides an annual contribution to Housing Colorado to pay for the lobby person at the state level. In exchange for the contribution, Colorado NAHRO receives a position on their legislative committee, which is currently filled by Craig Maraschky. Dave Martens and Sara Reynolds, the Executive Director of Housing Colorado explored ideas to work together in other ways. The MOU is a reflection of those discussions. As next steps, the MOU is to be reviewed individually and have a discussion at the next Board meeting to vote. Don May asked if staff could confirm payment of the 2017 contribution? Don May suggested revisiting the contract dates for the MOU. Dave Martens confirmed that payment has not been made yet.

C. **National NAHRO Committees Reports/Business**

Dave Martens noted the national committee representatives to provide a written report to share with the Colorado NAHRO Board. Due to recent Board member transition this did not occur but going forward a report will be circulated.

 Lori Rosendahl gave a brief update on the housing committee on vouchers.

Julie Brewen indicated that 9-10 delegates from the US will do a study exchange in Australia. The WUF9 conference in 2018 is hosted by UN takes places every other year. She will send the invitation to Board Members and details of the upcoming conference.

Ed Talbot gave an update on the Community Development User’s Group. Douglas County used to spearhead but since they have pulled out of the CDBG program as a result attendance was low at the users group meeting that took place on July 20, 2017. On August 22nd -24th HUD’s CDBG training will be held in Denver.

Alisa Wilson left the meeting at 10:50 am but rejoined by conference call.

**VIII. Meeting Schedule**

The Board discussed frequency of future Board meetings and agreed for the next few months to meet monthly at Metro West Housing Solutions in Lakewood. The Board agreed to move the meeting from the third Thursday (due to scheduling conflicts) to the 3rd Tuesday of every month instead. New time 9:30 to 11:30 am.

**IX. Adjournment**

The meeting adjourned at 11:00 am by Troy Gladwell.