**Minutes**

**Colorado NAHRO**

**Colorado NAHRO Board of Directors**

**Board Meeting of October 15, 2019**

**9:30 – 11:00 am, Metro West Housing Solutions**

1. **Welcome and Call to Order**

Senior VP, Masouda Omar, called the meeting to order at 9:32 am. As there was a quorum, the following business was transacted.

Board Members Present:

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| Tami Fischer | Lori Rosendahl | Emily Sander (phone) |
| Peter Lifari | Dave Martens | Chad Wright (phone) |
| Wendy Hawthorne | Duane Hopkins | Donald May (phone) |
| Masouda Omar | Zach Guerin |  |
| Dana Miller | Brea Gilchrist |  |
| Troy Gladwell |  |  |

1. **Approval of Minutes from September 17, 2019**

Tami Fischer made a motion to approve the minutes; seconded by Troy Gladwell. All in favor.

1. **President’s Report – Masouda Omar**

Masouda asked for a vote to approve Zach Guerin as Senior Vice President in light of Ted Ortiviz’ resignation and Masouda becoming President. All were in favor.

Masouda discussed her need to recuse herself on Legislative Issues given her position as a CHFA employee. It was generally agreed that Craig Maraschky could handle State of Colorado legislative issues in his role as VP of State Legislative. It was also agreed that the Board as a whole could sign any documents or letters that might represent a conflict of interest for Masouda. Peter Lifari suggested we review the defined duties for the legislative role on the Board. Dave Martens will send out a link to access the Board Roles and Responsibilities for Board review.

Troy Gladwell suggested that the Board examine what we are getting in return for our $7000 annual contribution to Housing Colorado. Dave Martens will send out the current MOU with Housing Colorado for review and we will add this as an agenda item for our next meeting.

Dave Martens was also asked to send out a current Board of Directors roster and update the webpage for the 2019-2021 term.

Service Officer Transition- Masouda introduced the national NAHRO RSO Advantage Program as an option to hire a Service Office replacement and Duane and Peter did a presentation on the basic program. NAHRO offers regions the opportunity to use them to hire and manage Service Officers. One option is to only use NAHRO to help with the hiring and then let the region or state manage them directly, as is our current process. The other option is to have NAHRO help with the hire and also manage the hire as an employee of NAHRO. A sample contract and description of the Scope of Services was distributed to Board members for review.

There followed considerable discussion with several people asking about the cost of the program. Duane and Peter explained that the cost would be negotiated with NAHRO based on the level of service. Depending on the quality and skill set of the individual hired, NAHRO would consider making them a full-time employee of NAHRO and offering benefits. It was also explained that one the attractive aspects of the program is that the region/state would have better access to NAHRO staff and services. The issue of having the same person contract with NAHRO for both the region and Colorado chapter will need to be addressed.

**Lori Rosendahl motioned** to form a committee comprised of Masouda, Zach, Peter and Duane to work with Mountain Plains NAHRO and engage National NAHRO in clarifying a possible program and come up with a job description within the next couple weeks. All were in favor.

1. **Financial Report- Dave Martens** presented the Financial report for Treasurer Carol McGrath who was unable to attend. Dave reported that the Balance Sheet reflected a cash balance of $108,987 as of September 30, 2019. Membership renewals total $22,187 against a budget of $20,000. The association is showing a net profit of $23,305 through September.

Troy Gladwell motioned to approve the September Financial report, seconded by Duane Hopkins. All were in favor.

1. **Old Business Updates**
2. **Outreach Coordinator Update**- Brea Gilchrist indicated that she had been conducting some backend work, reviewing documents and getting familiar with the association. She has been doing some outreach to targeted members in conjunction with her “Roadmap” plan. She is also working on revisions to her contract. Peter suggested that the conference planning committee be made aware of Brea’s new role and told that she has Board authority to influence the planning process. Masouda will make comments to this effect at the kick-off planning meeting on October 22.
3. **DOH Vendor Fee Letter-**Peter presented a revised letter to present to DOH by October 24 and asked for feedback. Tami Fischer suggested that we highlight a few more sample housing authorities around the state to show that we have state-wide participation. Peter will collect some more information and add it to the letter.  
     
   Tami Fischer motioned that the Letter be adopted with the addition of a few more agency examples and signed by the Board for distribution. Duane Hopkins seconded and the motion passed with Masouda Omar and Wendy Hawthorne abstaining.
4. **Legislative Update-** Craig Maraschky absent. Don May reported on national Legislative activity and mentioned that the national letter campaign was a great success with 8,500 letters sent against a goal of 4,000. The Mountain Plains region contributed 400 letters and needs to improve. Don also mentioned that we may be operating under a continuing resolution for the foreseeable future and possibly the whole fiscal year.  
     
   Lori Rosendahl reported that she was meeting with Senator Bennett’s office to discuss the Evacuation Bill.  
     
   Peter Lifari reported that he was working on an anti-discrimination bill that he has sent to Representative Byrd. Contact Peter if you want to learn more or participate.
5. **Propose Meetings-** Nothing has happened yet on getting together with HUD Director Limm. Lori Rosendahl will be meeting with Janice Rodriguez and find out if a meeting is possible.  
     
   Brea Gilchrist was asked to put together a program for creating an opportunity for getting Executive Directors together periodically for networking.
6. **Document Sharing-** Cory Reitz absent so no report.
7. **New Business  
   A. Travel Scholarship Request-** Tami Fischer submitted a request for $1,000 to help fund a trip to attend the World Urban Forum conference in Abu Dhabi in February, 2020. Tami indicated that she had requested funding from her agency and Mountain Plains NAHRO. Troy Gladwell motioned to approve the $1000 request which was seconded by Duane Hopkins. Tami left the room during discussion. Duane then made a motion to make a friendly amendment to the motion to raise the travel scholarship to $2000. That motion was seconded by Lori Rosendahl. Wendy Hawthorne asked why we would fund more than the $1000 requested. Duane explained that she was asking for $1000 from each CoNAHRO and MPNAHRO but that due to budget constraints and a deficit budget for 2020 that MPNAHRO tabled her request. He suggested CoNAHRO was in a strong financial position and that we could afford to do so. Peter Lifari mentioned we should establish a criteria for evaluating applications in the future and that we should consider adding another $1000 for travel scholarship in 2020 since there are other international conferences that the CoNAHRO members may want to attend.  
     
   The motion to increase the travel scholarship to $2,000 was approved by a 5-4 vote.  
     
   There was agreement to add additional funding to the upcoming 2020 budget for discussion at the next Board meeting.  
     
   There was also agreement to have Colorado based members of the national NAHRO IRGE committee to develop criteria for evaluating travel scholarships. Those members are Don May, Julie Brewen, and Tami Fischer. Said criteria to be reviewed and approved by the Board.

**B. National Committee Reports-** no reports.

**VII. Adjournment-** As there was no other business the meeting adjourned at 11:08 am. The next meeting will take place on November 19th at 9:30 am at Metro West.