**MINUTES**

**Colorado NAHRO Board of Directors**

Board Meeting of October 23, 2012

**AGENDA ITEM 1: INTRODUCTIONS, ROLL CALL:**

The President, Craig Maraschky, called the meeting to order at 10:07. Roll was called. As there was a quorum, the following business was transacted.

 Board Members Present:

 Craig Maraschky Stella Madrid Kimberly Kingston

 Ismael Guerrero Janet Grimmett Alan Feinstein Frank Pacheco Carl Musso Ed Talbot

 Don May Dave Martens Tami Fischer

 Duane Hopkins Wayne Taunton Julie Brewen

 Guests Present: Sara Reynolds, Executive Director, Housing Colorado

**AGENDA ITEM 2: GUEST SPEAKER**

Sara Reynolds, the new (4-5 months) Director of Housing Colorado was invited to meet the CoNAHRO Board and report on the current state of Housing Colorado (HC). HC has been in a transition year with a nearly total changeover in staff. HC is currently working on the Colorado Housing Trust Fund; National Home Builders Association Study (now posted on their web page); and a survey that is going out to members for feedback on legislative issues. They are also investing in a new website and database management system. She announced that February 28th, 2013 will be the *Day Under the Dome* event. They plan on using largely the same approach in 2013 as in the past- doing lunch meetings and their annual conference. HC is looking at moving towards becoming a more member driven organization and less reliant on strictly grants and conference income.

CoNAHRO’s annual contribution to HC was discussed. There has been no contribution in 2012. There was discussion about the relationship between the two organizations and what the future of HC’s lobbying effort would be. HC is in the process of finalizing a contract with the lobbyist for 2013. There was also discussion about creating a M.O.U. for 2013 which more specifically defines the relationship between the organizations. CoNAHRO asked if we could earmark our contribution toward specific activities such as advocacy efforts. The Board indicated it would discuss the 2012 contribution after Sara departed the meeting.

**AGENDA ITEM 3: APPROVAL OF MINUTES:**

Alan Feinstein moved to approve the minutes of the July 18, 2012 Board meeting. Kimberly Kingston seconded the motion. The minutes were approved unanimously.

**AGENDA ITEM 4: PRESIDENT’S REPORT:**

**Regulatory Relief**- Craig reviewed what has been done to date by Board Members:

* HUD letter sent in February with little response
* Conducted a conference call on EIB. Requested face-to-face meeting
* Craig Maraschky, Tami Fischer, Ismael Guerrero, Julie Brewen and Jonathan Zimmerman met with HUD in Washington DC in the summer; had a good meeting and identified some areas that may be improved
* Currently working on a follow-up letter on “waiver request broad appeal” that will potentially allow waiver request approval for everyone not just individually. 6 waivers have currently been submitted and 3 of those may be approved on a blanket basis.

**Legislative Liaison Update**- Craig handed out a report (see attachment A) highlighting the accomplishments to date in 2012 and an Action Plan for the next 6 months. The Legislative Committee is recommending that we evaluate whether to renew the contract based on the performance criteria outlined in the Action Plan. This evaluation will take place in May of 2013.

Dave was asked to try to publish the CoNAHRO ENEWS issues that have been produced by the Legislative Liaison on the webpage. Dave will also forward them a more complete email list to use so that all members and partners receive the newsletter.

**AGENDA ITEM 5: Financial Report:**

**2011 Audit Report**- Carl Musso distributed the independent auditor’s report for 2011 compiled by Terry and Company. There were no disagreements in the findings. Alan motioned to approve the audit, Ismael seconded and the audit report was approved unanimously.

**2012 YTD Report**- Carl presented the YTD Financial Statement as of September 30th, 2012. The cash balance for all accounts is $98,348.69; as of 9/30/12 the organization has recognized income of $13,877.69.

**Member Dues**-Carl presented a member dues update and highlighted a small number of agencies that have not paid their 2012 dues. Dave will send out an invoice and reminder to the relevant agencies.

**Housing Colorado Contribution**-There was a discussion on whether to approve a 2012 contribution to Housing Colorado. There was general agreement to do so. Stella Madrid motioned to provide $7,000 to Housing Colorado in 2012, Ed Talbot seconded the motion and the motioned passed unanimously. Dave was asked to send Housing Colorado a bill for their 2012 CoNAHRO dues.

Ismael Guerrero motioned to approve the 2012 YTD Financial Report, Stella Madrid seconded the motion, and the motioned was approved unanimously.

**2013 Budget**- Carl will be working on a 2013 Budget to be presented for the December meeting. Julie Brewen suggested that we look at how much we want to keep in reserve for the organization so that our spending limits can be better defined. Dave was asked to review the past minutes to see if this reserve amount policy has been established.

**AGENDA ITEM 6: OLD BUSINESS/UPDATES:**

**State Legislative Update/Congressional Briefing** - Stella Madrid handed out a report summarizing state legislative activities (see Attachment B).

**CML Liaison** – Nothing to report.

**Member Services** - Kimberly Kingston reviewed the status of the press release that was sent out to participating agencies and members. It was suggested that we get the press release out immediately following the results judging in 2013. We also need to get permission to use the names of the winners before publishing a release.

Kimberly also suggested that we consider including an annual line item for the educational scholarship contribution. She will come up with a specific dollar amount that she would like to see in the 2013 budget.

**AGENDA ITEM 7: NEW BUSINESS:**

**2013 Training Center Calendar-** Dave presented NAHRO’s proposed Training Center Calendar for 2013 and requested input from the Board on timing and content. Dave mentioned that he would like to reschedule the two training in April so that they don’t compete with the annual conference in early May.

**By Laws –** The issue of coordinating the terms of officers between CoNAHRO (which begin at the conclusion of the May conference) and National NAHRO (which begin at the conclusion of the national conference in October) was discussed and it was agreed that we did not want change our bylaws based on the fact that the logical time for the new CoNAHRO officers to start their terms is immediately after the May conference.

**AGENDA ITEM 8: Staff Report:**

**Commissioner Training License –** Dave reminded the Board that we were pursuing a “regional” license to do Commissioner training and reported that NAHRO had not yet responded to our request to consider a regional license. Normally these licenses are for States only. The Board directed Dave to go ahead on the state license with the thought that we can add the region later if and when NAHRO decides on this issue.

**Conference Report** – Dave indicated that planning for the conference is well under way. The contract with the Antlers in Colorado Springs has been completed and the planning committee is conducting it first meeting today, after the board meeting. The conference dates are May 6-10, 2013, with Maintenance on May 6-7 and Management on May 8-10. This will be a joint conference with Mountain Plains NAHRO in which we split the profits.

**Web Page –** Dave informed the Board that the web page has been updated with the new membership form, conference information, along with current Legislation information.

**Database and Email Marketing Update-** Dave reported that we have invested in new software for database management and subscribed to an email marketing broadcast service that allows us to send 1,000 emails per day.

**AGENDA ITEM 9: Next Meeting:**

The next Colorado NAHRO Board Meeting will be held on December 11, 2012 from 10:00 am to 12:00 pm at Metro West Housing Solution in Lakewood, Colorado.

**The meeting was adjourned at 12:02 p.m.**