**Minutes**

**Colorado NAHRO**

**Colorado NAHRO Board of Directors**

**Board Meeting of December 11, 2012**

AGENDA ITEM 1: INTRODUCTIONS, ROLL CALL:

The President, Craig Maraschky, called the meeting to order at 10:14 A.M. Roll was called. As there was a quorum, the following business was transacted.

 Board Members Present:

 Craig Maraschky Lori Rosendahl Kimberly Kingston

 Brian Miller Janet Grimmett Alan Feinstein

 Frank Pacheco Betsey Martens Carl Musso Duane Hopkins Stella Madrid Julie Brewen

Wayne Taunton Don May Ismael Guerrero

Dave Martens

AGENDA ITEM 2: APPROVAL OF MINUTES:

Ismael Guerrero moved to approve the minutes of the October 23, 2012 Board meeting. Lori Rosendahl seconded the motion. The minutes were approved unanimously.

AGENDA ITEM 3: PRESIDENT’S REPORT:

**Service Officer Evaluation** - President Maraschky and Treasurer Musso had met with Dave Martens to review the annual Service Officer performance review and compensation. The Board expressed its high satisfaction for the work that Dave has done this pasted year and thanked him for his hard work, effort, and dedication this past year. Craig and Carl shared with the Board that the Service Officer position’s current compensation is in line with a recent survey of Mountain States Employer Council for similar positions in the region. As a result of this update a motion was made to increase Dave’s annual salary by 3% and award a 2012 Bonus in the amount of $1,000.

Kimberly Kingston moved to approve, Lori Rosendahl seconded the motion, all approved.

Dave will present to the Board at the February meeting the goals for 2013.

**Legislative Liaison Update** - President Maraschky shared with the Board the proposed Criteria: 2013 CONAHRO State Legislative Priorities. President Maraschky provided the Board with a handout that outlined the positions that CONAHRO needs to incorporate in 2013 to further advance affordable housing and community development. The Proposed Criteria: 2013 CONAHRO State Legislative Priorities Developing/Taking Positions on Affordable Housing & Community Development is attached to the minutes of this Board Meeting. President Maraschky also shared that there is an opportunity to coattail on Denver Mayor Hancock as he builds out his platform on affordable housing and community development within Denver, and to use the Mayor to help elevate the housing issue to other mayors cross the State. An idea was also discussed by the Board to share stories and highlight CONAHRO members with Legislative Liaison through monthly newsletters.

**2013 Election Committee** – The Committee is to to let Dave know which positions will be available, after which outreach will be made to members.

AGENDA ITEM 4: Financial Report:

**YTD Financial Report**– Carl Musso presented the financial statements as of November 30, 2012. Reviewed by the Board were the following statements; Balance Sheet as of 11/30/12 with 12/31/11 balance for comparison; Annual budget comparison to 11/30/12; and Member listing for 2012 dues as of 11/30/12.

As of 11/30/12, Colorado NAHRO has a recognized loss of $6,651.86, with a cash balance of $77,819.33.

Also reviewed was the Colorado NAHRO Membership Dues as of 11/30/12.

Frank Pacheco moved for approve, Alan Feinstein seconded the motion, all approved.

**2013 Budget –** Carl Musso presented the 2013 CONAHRO Budget. Carl expressed to the Board the need for the organization to maintain reserves equal to one year of expenses at a minimum. Kimberly Kingston and Dave Martens will meet to discuss strategies to raise revenue for scholarships, and will follow up with the Board. Dave will also analyze the impact of how a low conference attendee would affect the bottom-line, and will follow up at the Febraury Board Meeting.

Julie Brewen moved to approve, Ismael Guerrero seconded the motion, with an amendment to increase the Service Officer bonus to $1,000. Motion passed with one abstention, Betsey Martens.

AGENDA ITEM 5: OLD BUSINESS/UPDATES:

1. **Legislative Liaison** – Stella Madrid shared with the Board an update and the final Memorandum of Understanding (MOU) with Housing Colorado. This was previously d8iscussed by the Board at the October 23, 2012 meeting. Since that time, Stella had finalized the MOU with Housing Colorado and was presented to the Board.

Lori Rosendahl moved to approve, Kimberly Kingston seconded the motion, all approved.

The Proposed Criteria: 2013 CONAHRO State Legislative Priorities Developing/Taking Positions on Affordable Housing & Community Development discussed during the President’s Update was discussed further by the Board and was put to a Board vote. This document is attached to the minutes.

Alan Feinstein moved to approve, Kimberly Kingston seconded the motion, all approved.

1. **National Legislative Update –** Ismael Guerrero provided the Board an update that included the following; Regulatory relief is forthcoming and a waiver request should be approved for one year. Four (4) waiver request were addressed in the 1st Noticed, which are; self-certification under a certain dollar amount; income verification allowed via paystub; past income projected forward; and allowances for income adjustments. The next Notice will outline the process for accepting the waiver.
2. **CML Liaison** – No update was provided.
3. **Member Services** - Kimberly Kingston update was provided earlier in the meeting when the Board reviewed the current Member Listing.

AGENDA ITEM 6: NEW BUSINESS:

**National NAHRO –** National NAHRO President Betsey Martens lead a discussion with the Board pertaining to National NAHRO and CONAHRO Insurance Program. The outcome was that the Board would like to learn more from a consultant regarding insurance requirements and structure. This is a topic that the Board will continue to gather information and discuss.

The 2013 Training Center Schedule was also shared with the Board.

AGENDA ITEM 7: Staff Report:

Dave Martens discussed with the Board the following;

1. **2013 Conference Update –**
	* Conference Budget – The 2013 Conference Budget was presented by Dave and reviewed by the Board.
	* Sponsor Program – Dave will be meeting with the committee in January and encouraged the Board to send emails to potential conference sponsors.
	* Conference Themes – Dave also shared with the Board the list of proposed conference themes, this list was attached to the meeting agenda.
2. **Commissioner Training License –** Dave informed the Board that the Commissioner Training License would be paid for out of the 2012 budget.
3. **MP NAHRO –** Dave reminded the Board that the MP NAHRO Legislative Agenda/Board Meeting will be held in Denver on February 6 & 7, 2013.

AGENDA ITEM 8: Next Meeting:

The next Colorado NAHRO Board Meeting will be held on February 26, 2013 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.**