**Minutes**

**Colorado NAHRO**

**Colorado NAHRO Board of Directors**

**Board Meeting of December 19, 2017**

**9:30 – 11:30 am**

1. **Welcome and Call to Order**

President Gladwell called the meeting to order at 9:34 am. As there was a quorum, the following business was transacted.

Board Members Present:

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| --- | --- | --- |
| Troy Gladwell | Dave Martens | Daniel Murray |
| Carol McGrath | Ismael Guerrero | Corey Reitz |
| Ed Talbot | Duane Hopkins | Craig Maraschky |
| Joan Smith | Alisa Wilson | Julie Brewen |
| Tami Fischer |  |  |

Board Members Present Via Phone: Penny Hannegan, Peter Lifari, Don May, Ted Ortiviz

Guests: Susan Niner, Colorado Division of Housing; Yael Nyholm, Delet, Community Based Design and Development Consulting

1. **Approval of Minutes from October 17, 2017**

Duane Hopkins made a motion to approve the meeting minutes; seconded by Ed Talbot. All in favor.

1. **Guest Speaker- Susan Niner, Deputy Director, Colorado Division of Housing**

Susan reported that the Division of Housing (DOH) has received one of six 9 to12 month grants by the Vera Institute of Justice to work with them on the issue of re-entry. DOH would like to use the grant money statewide to get housing authorities involved in trying to identify policies, procedures and best practices on re-entry. Various members shared information about their current activity on this issue and supported the idea of working with DOH on this project. Susan indicated that she would work with the Vera Institute to set up an initial informational meeting with housing authorities to introduce the program. Susan indicated she could use help from CoNAHRO to communicate with housing authorities. CoNAHRO indicated it would be willing to participate. Susan also indicated she was working on a session on this topic for consideration at the annual CoNAHRO conference in May.

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

No report.

1. **Financial Report – Carol McGrath**

Carol McGrath provided the Financial Statement as of 11/30/17. Included in the report was the Balance Sheet and the annual budget comparison to 11/30/17 for actual income and expenses. Explanations for differences exceeding 10% and $1,500 are notated on the report. Member listing as of 11/30/17 was also provided. The cash balance of all accounts in $89,192.00.

Craig motioned to approved the financial report, Duane Hopkins seconded the motion and all in favor.

**2018 Operating Budget-**

Dave Martens presented a draft of the 2018 Operating Budget that projected $16,400 in net income. Several line items require further discussion so an approval of the Operating Budget was tabled until later in the meeting.

1. **Old Business Updates**
2. **DOH Developer’s Working Group – Troy Gladwell**

Troy indicated that a meeting will be scheduled in January of 2018.

1. **Colorado Legislative Update – Craig Maraschky**

Craig reported that he was tracking activity on a variety of items including the CHFA State Tax Exemption bill, the Marijuana revenue sharing initiative and the Coalition’s sales and use tax exemption.

1. **Outreach Coordinator- Troy Gladwell**

President Gladwell indicated that Lori Rosendahl, Peter LiFari, Masouda Omar and he had met with the consultant Yael Nyholm to begin work on an Outreach Coordinator job description and membership survey. Troy introduced Yael who was in attendance. She indicated that she will be working on getting a better understanding of what is happening in the State in terms of similar type positions. She will be providing Dave with some questions to circulate to Board members and asked everyone to share their two most important goals for this position.

1. **Advocacy Toolkit – Dave Martens**

Dave Martens reported that he and Betsey Martens had worked on providing some additional material for the slide presentation in the areas of education, homelessness and community impact. Dave has been in touch with Kim Iwanski from Housing Catalyst who has offered to do a You Tube presentation on how to use the tool. There was also discussion of doing some kind of presentation at one of the General Sessions at the conference as way to introduce the program to a wide variety of membership.

**VII. New Business**

1. **Colorado and Mountain Plains Joint Conference Revenue Charing Proposal- Duane**

Mountain Plains NAHRO President, Duane Hopkins, provided some background information on the reasons for repeating a joint conference with MPNAHRO in 2018. A MPNAHRO Regional Conference Future sub-committee that Duane chairs submitted a proposal to the MPNAHRO Board of Directors recommending that it support a joint conference with Colorado NAHRO with revenue sharing based on Regional participation versus a 50/50 split for 2018. The MPNAHRO Board unanimously approved the proposal and Colorado NAHRO is now being asked to approve it.

**Revenue Sharing Proposal:** Pay MPNAHRO based on the net per person management conference profit times the number of registrations outside Colorado (not including sponsors and speakers). This proposal assumes that the Regional Director’s regular compensation for working on the regional conference will be paid out of the conference budget as it was in 2017.

EXAMPLE BASED ON 2017 JOINT CONFERENCE

1. Total Management Registrations- 285
2. Total Net Profit- $34,291
3. Per Person Profit= $120 ($34,291/ 285= $120)
4. Total Non-Colorado Registrations= 40
5. Revenue Share with MPNAHRO= $4813 ($120 \* 40= $4813)

After some discussion Don May motioned to modify the profit sharing proposal to a 60% Colorado, 40% Mountain Plains NAHRO split. Ted Ortiviz seconded the motion. 11 Board members voted against the motion, 2 in favor and 2 abstentions. The motion did not carry.

Tami Fischer then motioned for approval of the original revenue sharing proposal, Julie seconded the motion. 13 voted in favor and two abstentions. The motion carried.

Duane clarified this was a one-year arrangement and that the regular rotation of states would continue in 2019. Duane also mentioned that the sub-committee would continue to work on ways for MPNAHRO to generate future revenue outside of the conference.

1. **Conference Mobile App- Dave Martens**

Dave reported that he would be developing a conference mobile app for the 2018 Vail event which costs $500.

1. **Solar Energy Program- Troy Gladwell and Ismael Guerrero**

An opportunity exists for housing authorities to participate in lowering their energy costs by subscribing to solar energy farms supported by Excel Energy’s Community Solar Credit Program. There is a possibility of a partnership relationship between the solar farm developers (Oak Leaf Partners) and Colorado NAHRO who could potentially administer the housing authority subscriptions program and earn some revenue in doing so. Ismael will communicate with Oak Leaf Partners to see what the next steps are to define the program.

1. **National HAHRO Committee Reports/Business**

Julie Brewen reported that she would not be attending the World Housing Forum in Malaysia but is was unclear if Don May and Tami Fischer would attend.

**Other Business**

**2018 Operating Budget- Revisited**

Troy went through the line items on the proposed 2018 budget requiring discussion.

* The joint conference and profit sharing proposal were approved
* Agreed to continue to do an audit in 2018 and then revisit whether we need to do an annual audit at a future meeting
* $2000 was added to the line item “Other Board Expenses” to cover things like gifts and business dinners
* Dave Martens is to check with national NAHRO to see if CoNAHRO is covered by their Director’s & Officers insurance
* $2,000 was added to “Strategic Planning” to cover future planning initiatives

The final net income number was reduced to $10,850 based on the above added expenses.

Duane Hopkins motioned for approval of the budget, Carol McGrath seconded the motion and all were in favor. Dave will send out a revised budget.

**VIII. Adjournment**

As there was no other business to conduct the meeting adjourned at 11:15 am.