

**Texas NAHRO**  
**Executive Board Meeting Minutes**  
**April 20, 2015**  
**AT&T Conference Center**  
**Austin, TX**

**I. Call to Order:** The Meeting was called to order at 3:38 pm

**ROLL CALL:** Wayne Pollard, Annie Botsford, Beverly Banks, Mark Thiele, Riza Nolasco, Sherri McDade, Gary Allsup, Deborah Sherrill, Betty Brewer, Debbie Eldridge, Billie Shelburne, Johann Schafer, Yvette Nieto, Gene Reed, Earnest Burke, Laura Llanes, Debbie Eldridge, Milet Hopping, Barbara Bozon, Veronica Macon, Daisy Flores, Hilda Benavidez, Cynthia de Luna, Nicki Brennan, Bernadine Spears, Shelli Scrogum

The President announced a quorum was present.

Guest present: Naomi Byrne, Martell Armstrong, and Louisa Garcia

Welcome by President Pollard and Prayer by Bernadine Spears

Motion by Billie Shelburne to accept the agenda for the meeting, second by Earnest Burke, and motion passed by unanimous vote.

**II. Acceptance of the October 27, 2014 Executive Board Minutes**

Barbara Bozon moved for approval, second by Riza Nolasco, and motion passed by unanimous vote.

**III. Treasury Report** – Review of the financial statements – Riza Nolasco

Financial Statements handed out for review – Year Ending December 31, 2014 along with two short months of 2015. Income earnings for 2014 - \$59,222 for the year. She stated that we anticipated a net loss of \$12,906, it's because we netted \$109,000 more in income than anticipated. Annual Conference, Fall Conference and Workshops yielded \$66,413 net income and also the Legislative Consultant donations of \$33,000 and scholarship donations of \$12,441. In Expenses we spent \$37,000 more than anticipated.

Ms. Nolasco explained the Legislative Consultant donation of \$33,000: we spent only \$8,392 in 2014; the Contract became effective in October, so we did not spend \$24,609 of those funds, so we will make a correction to defer that amount instead of showing that full amount as income for the year. We will book that as a

liability instead of income. This will reduce surplus for 2014 instead of \$59,000 it will be \$34,712. It's still a positive!

For three months in 2015 we have earnings of \$28,414, this is what we showed booked as income (YTD Surplus).

Betty Brewer moved to approve the financial report, second by Barbara Gardner, and motion was approved by unanimous vote.

#### **IV. Service Officer Report – Shelli Scrogum**

Total conference registration of 230 which includes the speakers and booths. At last count we had 194 paid agency members but continuing to receive dues payments, and 40 associate members. We presented the PD committee with the training agenda this morning for their committee to meet. So far this year we have held HCV Specialist Training in January in Houston with 28 in attendance. Once the PD Committee gives us the go ahead then we will get those additional 10 trainings on the training calendar and contracted. In 2014 there were 12 trainings held and those 12 trainings resulted in 277 people receiving training through TX NAHRO last year. The training net profit was more than \$71,000 which resulted in year- end \$34,712.35. Our goal is to make 2015 as good or better than 2014. In the next few weeks Bank of America's grant application process is open again, and we will be submitting an application. Several years ago we had the Bank of America grant for \$25,000 for training. The application is prepared and will be submitting today. We're hopeful and excited to get that application approved. The TX NAHRO Annual Report was mailed out recently and we've had lots of good comments about that and hope it a great tool to continue using in the future. It's a great thing to promote our organization.

Milet Hopping moved for approval of the Service Officer Report, second by Beverly Banks, and the motion was approved by unanimous vote.

#### **V. Standing Committee Reports:**

##### **Professional Development – Johann Schaefer**

Ms. Schaefer stated that we are changing up the way we prepare for training. We will stick to some of the core stuff but we will be looking at some "out of the box" kind of training. She stated that there is some interest in social and VA training. She asked if anyone had any request to let her or Shelli know. Ms. Spears asked why there was no Commissioner training. Ms. Schaefer stated that she was unaware of any request for additional training for Commissioners, and apologized if the ball was dropped.

President Pollard stated that there are several types of trainings that need to be standard in the future for all of our Annual Conferences i.e. Public Funds Investments, Rent Calculation, and Commissioners. He stated that those should be standard for all of our Conferences. Space/room plays a role and we want to make sure those are staples in our training.

Ms. Schaefer stated that we did have those in the past, we said we wanted HVAC, Housing, Commissioners, P & D, but as emails went out there was nothing that came in requesting anything for this.

Ms. Scrogum stated that there is no Commissioner's Certification on the agenda, but the session topics that you all gave me are on the agenda. She listed topics: That's a Board oversight – Commissioners and Management, Housing Authorities Ability to Expand Inventory, Commissioners and Management Current Legal Issues Facing PHA's Including Ethics.

Do we want those tracks in the future? Because there is a turnover of Commissioners when they come to TX NAHRO they are expecting Certification training so it needs to be something that we need to offer at all future conferences. It was decided to keep the Rent Calculation classes, but to also have Commissioner's Certification classes. The seasoned Commissioners that want to learn something else can go into another class.

### **Housing** – Mark Thiele

The Housing Committee met with 9 members present. Discussions included Tri-annual recertifications, a change from HQS to UPCS Inspections, which would be a major change. Update and watch for Project Based Voucher Notice – 2015-5 the OIG is paying attention to Project Based Vouchers, and also to the community service requirements.

### **Member Services** – Beverly Banks

Ms. Banks reported that the Member Services committee met this morning and had ten members present and five guests. She requested to remove some members who have resigned: Vicky Molina, from El Campo, Judy Robertson from San Saba and Rudy Flores. She request to add Nicky Brennan. They were busy working on the fundraisers specifically "Last two standing" for scholarships, and gift basket raffle. She asked everyone to make it a point to welcome the first time attendees and get their thoughts on how things are going. She stated that Outreach – Coupons were used to pay for dues rather than the conferences. We received nine members as a result of the coupons. And they discussed how to attract non-members, and how to get smaller agencies back.

## **CR&D** – Debbie Sherrill

Ms. Sherrill reported that twelve people attended the meeting – eight members and four visitors. She handed out information on different topics. First topic discussed was RAD – first big issue is receiving subsidy after you go to RAD, apparently HUD is trying to get subsidy transferred electronically and there is a delay after the closing. Procurement, property management were also items of interest. Lots of discussion and interest in the Homeownership program. We are having a hard time with banks working with those programs. Section 3 – summary was provided due to its length; discussion on exactly what Section 3 was and a little bit about the proposed rule, etc. She provided an article on “Segregating Housing Set Texas Back” for discussion. This article can be found on National NAHRO website and also the San Antonio Express News. A lot of other topics and information of interest were discussed.

## **Commissioners** – Earnest Burke

Mr. Burke reported that they had three Commissioners in attendance and one visitor. Issues discussed – training, advocacy, articles for *Commissioners Corners* and articles they would like to see in the Journal (National magazine). They also discussed “What” is expected of commissioners – they typically have about seven commissioners attend the TX NAHRO meetings. There were a number of absences today from local areas. There was a discussion in Grapevine regarding the Commissioners Training the Trainer – the focus and purpose was to develop a concept in the State of TX whereby we would be able to train Commissioners in the different segments of the state. The theme was to make it easier for the Commissioner Trainers to get to the different parts of the state. They discussed how to structure these classes, and how can we get to these individuals where they are, and what is the cost and expense, etc. They would like to consolidate at a central point and have a training that may prove to be very cost effective.

President Pollard stated that in conversations with HUD, they feel that the Commissioner’s Training is one of the most neglected and we don’t do very well. He stated that he believes this is a market we may need to tap into since we have so many “Train the Trainers” out there, especially in the smaller housing authorities out there.

Annie Botsford moved to accept all Standing committee reports, a second by Ms. Shelburne, and the motion was approved by unanimous vote.

## **Legislative/Legislative Consultant** – Gene Reed

Eric Woomer was hired this year to address some State Legislative issues that we need to talk about. Eric was instrumental in getting House Bill 2926 into the Legislature and it has already passed the House according to Eric and it deals with RAD and the Tax Credit

Program. It looks favorable that it may pass through and Eric is 80% to 90% sure that we will get that legislation passed. There are other legislations out there that address Affordable Housing. Also, in February we set up a State Capital visit but unfortunately that was at the time of all those ice storms throughout the state which cancelled that visit. Mr. Reed also reported on the NAHRO Legislative Conference and stated that we had a good turnout, and a special thanks to David Zappasodi who put together our position paper, and the other members that attended and spoke on our behalf. He reported that we visited Senator Cornyn's Office, Senator Cruz's Office and also with Congressman Randy Naugenbaugher. Several things they are really interested right now are Regulatory Relief and MTW expansions. There are currently 39 housing authorities that have MTW (San Antonio is the only one in TX) and Congress is looking to expand to include another 15.

He reported on Flat Rents – the latest 2015 Appropriations Act brought in language that HUD has the authority to provide laborers to housing authorities that provide statistical data on their markets that may be in contradiction to what may be sent out nationally. HUD is in the process of getting that language amended.

In summary he stated that we are always interested in making sure we have a lot of active small housing authorities involved in Legislative committee. There are a lot of large housing authorities with departments and people specifically designed to address political issues. He re-stated that we want to make sure we have enough small housing authorities in order to address their concerns.

### **Nomination Committee** – Billie Shelburne

2015 – 2017 Slate of Officers were presented to the Executive Board. President Pollard stated that this Slate of Officers and Board of Directors will be presented to the membership during our business meeting on Wednesday. The Slate for Officers are: President – Annie Botsford – Waco, Sr. Vice President – Mark Thiele, Treasurer – Barbara Bozon – Temple, Secretary – Beverly Banks, V.P.-Housing – Karen Baker Reynolds – Knox City, V.P.-Member Services – Milet Hopping-Waco, V.P. P & D – Yvette Nieto - Gregory, V.P. Commissioners – Deborah Sherrill – Corpus Christi, V.P. CR&D – Naomi Byrne – Ft. Worth, Parliamentarian – Sherri McDade – Denton

Slate of Directors 2015-2017: Betty Brewer - Breckenridge, Willie Carter – Liberty County, Barbara Menzel Gardner – De Leon, Laura Llanes – Laredo, Veronica Macon – Austin, Riza Nolasco – Ft. Worth, Gary Allsup – Corpus Christi, Earnest Burke – Plano, Carl Richie – Austin, Johann Schaefer – Childress.

### **Small Agency Task Force** – Yvette Nieto

One present - no report given during this meeting.

### **Scholarship Committee** – Debbie Eldridge

TX NAHRO will award nine scholarships (1 - \$2,500 Jim Hargrove Scholarship and 8 - \$1,000). She stated that they would like to revamp the on-line application and scoring sheet, move the deadline to allow winners to be present at annual meeting, and more money. She stated that they would like the scholarship budget to be increased at least to \$12,500 or even \$15,000. Scholarship Committee has recommended that the scholarships be awarded at a luncheon like in the past.

### **Scholarship Foundation** – Bernadine Spears

Two foundation members present. The Foundation will host a fund raiser "Wall of Wine". The cost of the tickets is \$2.00 per ticket or six tickets for \$10. The committee has asked for each Executive Board Member to donate two bottles of wine.

2014 – Current balance for the Scholarship Foundation is \$17,441. This does not include funds that will be raised through the Wall of Wine or other occasions that will occur during this fiscal year.

Ms. Scrogum clarified that the money spent for the scholarship does not come out of the foundation. These funds that were spent for the scholarships come from the TX NAHRO General Funds that were budgeted and approved by the TX NAHRO Board. There should be a separate line item of expenses for the foundation. At this time there is \$17,441 balance. Per Shelli, the financials will be corrected to reflect two line items (General Funds for Scholarship, the second for Foundation). These will be available by the next meeting. Monies raised go to the Scholarship Foundation.

Committee Chair asked for the Executive Board to donate to the Scholarship Fund as well as seek donations from vendors that you utilize at your housing authorities.

### **Awards** – Annie Botsford

We had 49 Entries – giving out 35 awards. Thanks to committee! Thanks to Shelli and her staff because the on-line application, on-line judging and scoring were easy. Need someone to take over the committee as Annie takes her new position.

### **By-Laws** – Gary Allsup/Milet Hopping

No report given during this meeting.

Ms. Hopping moved to accept the remaining committee reports; a second by Mr. Burke, and motions was approved by unanimous vote.

## **VI. Service Officer Contract – Wayne Pollard**

President Pollard reported that an Appraisal was completed for the Service Officer Shelli Scrogum with a recommendation that we do annually. Shelli met expectations, things were discussed we would like to see in the future but overall she and her staff did an excellent job. After much negotiation we came to a good deal on her contract. He felt that this is the best thing for TX NAHRO which is in front of you.

He stated that highlights of the contract include an annual amount of \$60,000 (\$5,000/month), 3 year contract October 1, 2015-2018. Items removed were \$4,000 travel budget for National conferences and \$250/mth fax line.

Items added to the contract were basically communication items which we will have starting after Fall Board Meeting. We will have monthly meetings with the Steering Committee to talk about planning the conference next year, including the Host PHA. Also added a quarterly report update report.

Sherri McDade moved for approval of the SO Contract with the above changes, a second by Mr. Burke, and the motion was approved by unanimous vote.

## **VII. Old Business - No old business**

## **VIII. New Business – Annie**

A Preliminary list was passed out to everyone to review regarding SW NAHRO Committees. She requested that members notify her if there were any corrections or if you are interested in serving. She reported that the Transitional meeting for SWNAHRO meeting in New Orleans will be on Thursday, after the Conference.

President Pollard made the following closing remarks:

This is my last meeting at President. Thanks to everyone for serving. I brought some things to the table, some changes that were hard for some folks. Unfortunately those are things in life. We all try to do what we think is best and I'm sure Annie coming into this chair will do what she thinks is best as well. What I would like is for all of us to get behind Annie and support her 100% so TX NAHRO will be stronger. I think we are a stronger organization today than we were two years ago and I hope to be a stronger organization two years from now because of the leadership.

Thank you guys for your support!

## **IX. Adjournment: 4:57 pm** Ms. Shelburne moved for adjournment, a second by Ms. Banks, and motion was approved by unanimous vote.