

## **WI-CARH BOARD OF DIRECTORS MEETING**

**Tuesday, September 9, 2014**

Wisconsin Management Company  
2040 S. Park Street, Madison

Vice President Russ Endres called the meeting to order at 10:00 a.m. Board members in attendance were David Sheperd and Vickie Holland, and Executive Assistant, Laura Mason. Board Members, Abe Leis, Mary Pavek, Denise Loveland, and Donna Braun joined via conference call. Debbie Biga of Rural Development and Russ Kaney were unable to attend.

**Review and Approve Prior Minutes:** A review of the previous meeting minutes was conducted and Denise Loveland made a motion for approval with Abe Leis seconding the motion and the motion carried.

**Old Business:** No old business to report.

**Membership Report:** Laura reported that we have not added any new members since our last board meeting. So, we are still at 53 members. Some of the board members which volunteered to make contact with those that didn't renew shared their findings. Those notes have been added to the Membership Summary.

**Financial/Budget Report:** Abe presented the current financial reports and the budget for the FY 14/15. Revisions were made to the budget and Laura will email the final version. Motion to accept financials was made by Russ Endres and seconded by Vickie Holland and the motion passed.

The CD will be mature before the next board of directors meeting. Abe reported that it isn't worth shopping around as the interest rates are so low. Laura will find out what we need to do to renew it. A motion was made to renew the CD at Settlers Bank by Denise Loveland and seconded by David Sheperd and the motion passed.

### **COMMITTEE REPORTS:**

**Conference & Training Committee:** Laura provided a report on the Buyer/Seller Conference which came in with a profit of \$7,722.58. The total attendance was 75. The annual conference agenda has been set with a lot of the session topics coming from the feedback received on the evaluations the attendees of the annual conference and buyer/seller conference completed. Roger Seip will be the keynote speaker and Mark English will provide a teaser session for the training that we have planned for the spring. On April 22, 2015, Mark and Scott Moore of Fair Housing Solutions will present an all-day seminar on Fair Housing & Compliance at the Holiday Inn Madison at the American Center.

**Lease Committee:** Laura provided a summary of the 2014 lease orders. The 33 orders for the paper version was actually for 61 packets. Overall, there was an increase in the sales of both categories. More leases were sold to nonmembers than members. A lot of the states that offer a lease only sell it to their members. Laura contacted Doug Buck about the 2015 lease and he said that there would be minimal changes to the 2015 lease. When those changes are complete, he will send them on to HUD and RD for their approval. Denise Loveland, Russ Endres, and Laura still need to review the lease rates. An email with the proposed lease fee changes will be sent via email to the board for their approval.

**Liaison Committee:** A copy of the August meeting minutes will be included in the folder for the next board of directors meeting. Our next liaison meeting is February, 10, 2015.

**Nominating Committee:** Russ Kaney and Vickie Holland still need to find someone to fill the vacant board position.

**Personnel Committee:** No report at this time. Russ Kaney and Russ Endres will be meeting in the near future.

**Award & Scholarship Committee:** No applications for the scholarship have been received despite extending the deadline. The committee agreed to keep trying until October 1<sup>st</sup>. At this time, one call has been received, but no applications have come in. Applications for Site Manager of the Year; Maintenance “Tool Time Award”; and Property of the Year awards are being accepted until October 1, 2014. Award winners will be presented at the Annual Conference.

**Website Committee:** Abe reported that a little extra had been put into the budget in order to do some small upgrades.

**WHEDA Report:** David reported that in October, the HIPR (High Impact Project Reserve) awards will be announced. There are 10 applicants. Two of them are in multi-family.

**Wisconsin Collaborative:** The first meeting for the 2015 A Home for Everyone Conference will be held next week. They will review the evaluations and start planning for next year. The date has been set at July 15-16<sup>th</sup> at the Jefferson Street Inn in Wausau.

## **NEW BUSINESS:**

**RD Update:** No report.

**Training Session 2015:** Fair Housing and 504 Compliance training will be held on April 22, 2015 at the Holiday Inn Madison at The American Center. Mark English and Scott Moore of Fair Housing Solutions will be providing the training.

**Annual Conference 2014:** Final plans are being made with just a few speakers to be confirmed. Registration materials are being mailed out. WHEDA thanked us for changing our conference date this year and they scheduled their 2015 conference so as to not conflict with ours.

**CARH Meetings 2015:** The CARH mid-year meeting will be held January 26-28, 2015 at Loews Don CeSar Hotel in St. Pete Beach, Florida. The board should consider who to send and should respond to Laura’s email looking for interest in attending.

**Other Items:** Nothing to report.

**Next Meeting Dates:**

- a. Annual Membership Meeting                      November 18, 2014 (Tues.) @ Kalahari
- b. Board of Directors Meeting                      November 19, 2014 (Wed.) @ Kalahari @ 8:30 am

A motion to adjourn the meeting was made by Russ Endres and seconded by Vickie Holland. The motion passed unanimously.

Respectfully submitted,

Russ Endres, Secretary