

## **WI-CARH Board of Director Meeting**

**Tuesday, September 25, 2018**

**Wisconsin Management Company**

**4801 Tradewinds Parkway, Madison**

President, Russ Kaney, called the meeting to order at 10:02 a.m. Board members in attendance were Russ Endres, Chris Hand, Rob Dickie, Mark Stay and Executive Assistant Diane Hamm. Board members Donna Braun and Denise Loveland and Debbie Biga of Rural Development joined via conference call.

**Review and Approve Prior Minutes:** A review of the previous meeting minutes were conducted, and Denise Loveland made a motion for approval with Russ Endres seconding the motion and the motion carried.

**Old Business:** The performance review of Diane Hamm was conducted in June.

**Board of Directors/Organization Report:** Russ Endres, Denise Loveland, and Rob Dicke will have served their three-year term. Russ, Denise, and Rob are all willing to serve another term and their names will be put in the November nomination process. Russ Kaney will be reaching out to WHEDA for someone to serve.

**Membership Report:** Diane reported that we are at 52 members for 2018. Past members that have not renewed are Brillion Housing Authority, Casco Community Housing Authority, Granite Apartments, County of Pepin Housing Authority, WHEDA, Lancaster Pollard, Churchill State Group and Pine Meadows Apartments. There was discussion about how to increase membership.

**Financial/Budget Report:** Russ Kaney presented the current financial reports. There was discussion about the balance that is in checking should possibility be moved to a money market account or something else. There is a CD with Settler's Bank and that comes due on November 12 and rates will be compared at BMO Harris where the checking account is. The budget will be finalized and approved at the November board meeting.

### **COMMITTEE REPORTS:**

**Conference & Training Committee:** The conference planning is going well. We have one Educational Partner, four Gold Sponsors and two Silver Sponsor. We have 11 exhibitors currently and the Kalahari is set to accommodate 17-18 exhibitors in the room. Registration has opened with 64 people signed up so far. Diane will continue to send email reminders to register. We are still looking for Award Nomination recipients.

The spring session will be conducted by Zeffert & Associates at the end of April or beginning of May. Hotels are being looked at and a date will be set.

**Lease Committee:** Kevin Martin from Foley has moved to a new firm. Russ Endres is working with a replacement attorney at Foley that will be making any changes and will present a session at the conference. Duane from Simply Computers will be increasing his flat rate to \$32.

**Liaison Committee:** A review of the previous meetings were conducted.

**Nominating:** The terms will be expiring for the following board members: Russ Endres, Denise Loveland, and Rob Dicke. All three have agreed to serve another term and a new member from WHEDA will be appointed.

**Personnel:** Diane Hamm has been in the Executive Assistant position since August 1, 2017.

**Scholarship:** We didn't have any applications for scholarships, but four youth enrichment opportunities were awarded which included YMCA camps and pool passes. This was very well received, and this is something that we will continue in the future. A video will be shown at the conference showcasing the award winners.

**Website:** Streamroll has been updating the website. There was discussion that some of the updates aren't as prompt as they should be. Diane will talk to Streamroll about this. There was discussion to get more apartments to list including properties for sale and rent. Diane asked board members to submit their properties.

**WHEDA Conference:** Diane Hamm attended the WHEDA conference and she recruited two of the exhibitors at WHEDA to exhibit or be a sponsor at the WI-CARH Conference

**WI Collaborative:** Every July they offer a "Home for Everyone" Conference and this year is was in Green bay. A site for 2019 has not been determined yet.

#### **NEW BUSINESS:**

**CARH Membership:** No increase.

**RD Report:** Debbie Biga said the September 30 is year-end for them. MPR applications have been extended to April 2019. They have 34 projects in office. There are approximately 130 that can be reallocated out. Debt deferral is still on hold.

**Training:** The date for the 2019 training session is to be determined. Zeffert & Associates will be conducting a two-day training.

**Conference 2018:** Final details are being made and the agenda is set, and speakers are confirmed. Diane will be working on conference assignments.

**CARH's Mid-Year Conference:** January 28-30 in Key Largo, Florida.

#### **UPCOMING MEETING DATES:**

2018 Annual Conference – November 8, 2018

Board Meeting – November 9, 2018

Spring Training – TBD

Liaison Meetings: February 12 and August 13, 2018

2019 Annual Conference – November 7, 2019

Board Meeting – November 8, 2019

A motion to adjourn the meeting was made by Russ Endres and seconded by Chris Hand at 11:41 am. The motion passed unanimously.

Respectfully submitted,

Russ Endres, Secretary