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**EXECUTIVE BOARD MEETING MINUTES**

**Thursday, October 24, 2013- 1:30 pm – 3:00 pm**

**Room 22, Cleveland Convention Center, Exhibit Hall Level**

**Cleveland, Ohio**

I. Call to Order, Roll Call, Introduction of Guests –Returning and new members introduced themselves

Two announcements from Patti - Recognizing Betsey for her service and three new leaders of NAHRO committees – Housing (Terry), PD (Duane) and International (Julie)

II. Approval of Minutes from July 19, 2013- Denver, CO. –March meeting minutes were approved via email, July minutes – moved by Ann for approval and seconded by Terry – Passed unanimously

III. President’s Report- Don May Absent, Patti Webster

1. 2013-2015 MPRC Officers – Patti explained process for committee appointments, understanding that some were unhappy with their appointments. All committee chairs get report cards for each committee member currently serving. Preston made it clear that those committee reports were to be relied on for appointment for the following year. Patti did her best to follow Preston’s wishes. Patti explained that there were some miscommunications in the appointment and some errors were made but she did her best. She encourages the group to follow through with the process for NAHRO appointments. She reminds that we are representing our region and encourages good participation.
2. The new appointments/elected positions were reported by Patti. Patti reports that as president she will be inviting people to BOG events from the region. She encourages others to do the same. The regional council pays for the BOG events, NAHRO does not.
3. Dave shares that at the morning reception there will be a tribute to Betsey. Each council contributed and a song will be shared with the group along with ski equipment.
4. Plan for New Board Transition/ Orientation – Dave will set up a meeting for new members by conference call that includes the history of NAHRO and roles and responsibilities.

IV. Treasurer’s Report

1. 2013 FY End Financial Report –We have cash in the bank of $65,812. 12 month end we did better than budget with a net income of $3,402.
2. 2014 Budget- projecting less income and more expense. Kim reports we will have the funds to absorb the extra expense. Dave reports the new fiscal year is a calendar year. The new budget will be three months with a new one being done before January. Conference income will be down. Conference budget for Deadwood will be forthcoming. There was discussion regarding the charge for training, etc. There is some discretion afforded to the President but will be reported to entire board. The budget shows a $5300 loss. MPlains received a $1000 scholarship from YARDI that needs to be added to budget. Kim recommends that this budget not be approved and a three month budget be prepared by Dave and sent to board members. Terry motioned that this be approved as a 15 month budget with a three month amendment to come. Ann seconded – approved unanimously.
3. Change Fiscal Year to Calendar Year

V. Old Business

 A. 2014 Regional Conference, June 16-18,The Lodge at Deadwood, SD –Have committed and contract has been signed.

 1. Form Planning Committee and Set First Meeting Date –Dave passed around document with conference planning structure. Dave reviewed the document and structure of the committee (Attached). John suggests that Sherry take role of chair due to logistics. Sponsorship will be handled by the host state. Dave would like to hold first conference committee call in two weeks. He will get back with dates.

 2. Discuss Training Options

a. Most popular NAHRO = PHM; HQS; HCV Occupancy; HCV EIR; Commissioner Training

b. Other NAHRO : UPCS (CD); RAD; LIHTC

c. Others: Green PNA; Inspections, Ethics, HR Management/ Leadership Skills; Use of Electronic Media (e.g. Twitter); HAs without Public Housing; How to Survive in the Current Economic Climate; LIHTC; and Advocacy

Dave requested feedback regarding training offered at the conference. What can we do to attract ED’s? Tami suggests that ½ day training is plenty. Patti mentioned that HDLI’s training at the National conference is good training and would like to have something similar at the Deadwood conference. The training would be interesting to all staff including ED’s. Patti requested Dave explore the option of Housing Authority Insurance sponsorship. Also Pattie mentioned that some basic staff training is being requested.

 3. Executive Director’s Summit

B. Barbara Cook Memorial Scholarship Committee Report-Revonda reports that she did some research of other regions scholarship programs. Is requesting a committee to work on the scholarship Group reviewed the scholarship information that Dave sent out. Membership services will be the committee to work on the scholarship program. Patti suggests that the group consider who is eligible. Dave addressed Ed’s concerns about the ongoing scholarship naming and consistency. Tami offered that sometimes when people pass families have wishes for scholarships and we should embrace the individual circumstance and not concern ourselves with the future or other deaths. Ed points out that he does not want to have anyone feel slighted in the future. The group concurred that we should honor Barb’s memory and ensure the scholarship embraces her wishes. Patti suggests Ann join the committee as she has intimate knowledge of Barbs wishes. Goal is to have the scholarship for the next conference. The group discussed the Yardi donation and if it should be used for the Barb scholarship. MP Nahro has $1000 set aside. Patti requested the committee review the suggestions and report back.

 C. Web Page Upgrade-Dave has started a new website through Weebly. He requested input from the group. The group concurred that Dave should move forward with the Weebly format. Patti praised Dave’s work on the website.

VI. New Business

1. Gifts for Outgoing National and Regional Presidents –Patti requested that our region purchase a separate gift. The group concurred that the amount will be $500 for Betsey and $500 for Don. Subcommittee (Betsey – Dave M., Kimball, Tammy)( Don- Julie, Tammy, Duane)
2. Ann – proposal to have NAHRO registration fees based on size of agency like dues are based on, lower registration fees for smaller agencies could bring in more smaller agencies to NAHRO conferences. Sherry agreed with the proposal. Thomas made a motion that MPRC forward a resolution to Member Services based on Ann’s proposal. Lynn seconded the motion. Motion passed. Dave will draft the resolution.

VII. Committee Reports

 A. Housing Ann Horton

Committee reviewed the transition report. One member was working with his Congressman to access HUD held reserves by paying a surcharge. Terry is the new chair of the committee.

 B. CR&D Lynn Fundingsland

Had joint meeting with Housing. Voted on proposal to support reduction to mortgage credit and applying the difference to affordable housing. The proposal passed.

 C. Professional Development Sherry Scudder

Talked about marketing, NPDS, and quality assurance. Talked about technology issues with e-learning. Marketing subcommittee did a competition analysis. On-site trainings are better attended this year. Training center activities have gone down considerably. Need better ways to interface with regions and chapters. Duane said that there was discussion about more interaction between PD and BECT. CRD certification was established and is now being marketed. Duane is new vice chair.

 D. Member Services Revonda Stordahl

Discussion about conference site selection. Discussion about eliminating a conference. Award of Excellence winners will be highlighted at future conference sessions. IT subcommittee made suggestions for changes to the website. Patti suggested that NAHRO set aside rooms for leadership at the host hotel. Patti also mentioned that we should consider a different time for the legislative conference.

 E. Commissioners Joan Smith

 Commissioners discussed not having the national NAHRO conference in a northern state.

 F. B&A Don May

 No report.

 G. International Ed Talbot

Ed- committee name changed to International Research and Global Exchange committee. At the next bylaws change we make MPRC committees match national NAHRO committee names. Julie is new vice chair. International summit being done at this conference. Ed wants to set up a team with Habitat for Humanity.

 H. Legislative Network Ismael Guerrero

 I. State Reports Chapter Presidents

Terry – ND – having a roundtable meeting. ND NAHRO working with ND Human Services and the Money follows the Person program. Have had success getting a housing trust fund in ND with $30 million. Oil and gas money have helped the state revenue but affordable rents have increased. Lynn has had 5 projects funded with money from the housing trust fund.

John – SD – joint conference with ND. SD revised its bylaws. All officers were reelected. Funds were set aside to help someone from the region to attend a national conference.

Tammy – CO – coalition went to DC in September to meet with Congressional delegation to get regulatory relief. CO had to deal with disaster issues. They were seeking emergency vouchers for disaster victims but were denied by HUD.

Revonda – MT – trying to revamp chapter and have a conference next year.

WY – had state conference. Greg Hancock is the new president.

UT – no report.

BECT – Lori will remain on the committee. Emphasis will be on ethics. Committee wants NAHRO to take more action against those in the industry that are doing “bad things” and exhibiting unethical behavior.

Patti wants us to consider doing community service projects in locations where we have conferences.

VIII. Next Meeting- Legislative Agenda Planning Meetings in February. Location and Details TBD

IX. Adjournment Sherry motion, Craig seconded. Adjourned at 3:56.