**WI-CARH Board of Director Meeting**

**Tuesday, September 26, 2017**

**Wisconsin Management Company**

**4801 Tradewinds Parkway, Madison**

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

**Review and Approve Prior Minutes:** A review of the previous meeting minutes were conducted and David Shepherd made a motion for approval with Donna Braun seconding the motion and the motion carried.

**Old Business:** There was no old business to report.

**Board of Directors/Organization Report:** Vickie Holland has vacated her board position. David Sheperd will have served his three-year term and WHEDA will be appointing someone to take his place. Donna Braun is willing to serve another term and her name will be put in the November nomination process. Russ Kaney will be reaching out to several potential candidates.

**Membership Report:**  For 2017, we have 59 members. In 2016, there were 57 and in 2015 and 2014 we had 53 members. Our highest membership was 63 in 2013.

**Financial/Budget Report:** Brittany Leonard presented the current financial reports. After discussion and review, Brittany revised the Training Income and Membership, Training, and Website Expense. An update was sent out to the Board and a copy is also in Dropbox. 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 seven Gold Sponsors and one Silver Sponsor. We have 12 exhibitors currently and the Kalahari is set to accommodate 17-18 exhibitors in the room. Diane Hamm has sent out personal emails to 2014, 2015 and 2016 exhibitors who have not yet signed up in addition to the exhibitors that were at WHEDA and WAHA and suggestions made from the board. Registration has opened with 28 people signed up so far. Diane will continue to send email reminders to register. We are still looking for Award Nomination recipients. Diane will continue to send out email reminders. Rob will be reaching out regarding the solar presentation and Russ Kaney will contact Kevin at Foley and Lardner regarding his session.

Rob discussed the Spring session and discussion was to have a field trip. The date will be set at the November meeting. WAHA will have their spring session on April 18-19, 2018.

**Lease Committee:** Russ Endres is going to review the Non-Smoking Addendum with his and compare. Kevin Martin from Foley will be making the changes with updates with 2018 dates. There will be a 3% increase for 2018 and a $30 flat fee.

**Liaison Committee:** A review of the previous meetings were conducted. Chris Hand stated that funding is maxed out of RD remodeling. No updates on the IPA. Debbie Biga updated that they have a signed continuing resolution to stay open.

**Nominating:** The terms will be expiring for the following board members: David Sheperd and Donna Braun. Donna will serve another term and a new member from WHEDA will be appointed. We will be looking for nominations for new board members at the membership meeting in November.

**Personnel:** April Forer stepped down from the Executive Assistant position and Diane Hamm accepted the position on August 1.

**Scholarship:** We didn’t have any applications but gave two youth enrichment opportunities which included YMCA camps and pool passes. This was very well received and this is something that we will continue in the future.

**Website:** Streamroll has been updating the website. There was discussion to get more apartments to list including properties for sale and rent.

**WHEDA Conference:** David Sheperd said it was a successful conference. There will be a tax credit session and awards will be announced in March. Diane Hamm attended the WHEDA conference.

**WI Collaborative:** Every July they offer a “Home for Everyone” Conference.

**NEW BUSINESS:**

**CARH Membership:** No increase.

**RD Report:** Debbie Biga said a continuing resolution to MPR for applications were published in August. States don’t have caps on applications and there is a backlog of funding for projects. IPIA – improper payment activity and for three or four years they have not met the threshold of compliance. Starting October 1, they will be rearranging caseloads to be more even with the six offices. They have 65 projects in office.

**Training:** The date for the 2018 training session is to be determined. We are considering a different formation with implementing solar energy with an on-site visit to the property.

**Conference 2017:** 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 22-24, 2018 in Napa, California.

**Other Items:** Russ Kaney attended a conference in Washington DC and Diane attended the WAHA and WHEDA conferences.

**UPCOMING MEETING DATES:**

2017 Annual Conference – November 2, 2017

Board Meeting – November 3, 2017

Spring Training – TBD

WAHA Spring Conference – April 18-19, 2018

Liaison Meetings: February 13 and August 14, 2018

2018 Annual Conference – November 8, 2018

Board Meeting – November 9, 2018

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

Respectfully submitted,

Russ Endres, Secretary