

WI-CARH BOARD OF DIRECTORS MEETING

Tuesday, May 13, 2014

Wisconsin Management Company
2040 S. Park Street, Madison

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

Review and Approve Prior Minutes: A review of the previous meeting minutes was conducted and David Sheperd made a motion for approval with Vickie Holland seconding the motion and the motion carried.

Old Business: No old business to report.

Board of Directors/Organization Report: There is one open position on the board which will be discussed during the nominating committee's report.

Membership Report: Laura reported that we are at 53 members which is down by 10 over last year. Various board members volunteered to contact the members that have not renewed their membership. Laura will send contact information to the board members in order for them to make the calls. Laura will also follow-up with Rural Development to get a list of owners and property managers and programs for marketing purposes. Mary Pavek will review the WAHA membership directory to create a list of owners that have RD housing.

Financial/Budget Report: Abe presented the current financial reports showing our cash is up \$15,000. Some training expenses will come in May's business. Contract laborers are over budget due to the overlap/training regarding transitioning from Cindy to Laura. Abe will prepare the budget for the September board meeting. Motion to accept financials was made by Russ Endres and seconded by David Sheperd and the motion passed.

COMMITTEE REPORTS:

Conference & Training Committee: Laura provided a report on the Annual Conference which ended with a profit of \$2105.72. Without all of the expenses in for the Spring Training, a draft of the financial report was presented and it is expected to come in with a profit. The conference and training planning for November 2014 and April 2015 is still under way. There was a brief discussion about subjects for the training and it was agreed that Fair Housing and 504 Compliance will be the highlights. Speakers are still being determined.

Lease Committee: Laura provided a summary of the 2014 lease sales, which seems to be right on track with previous years. Expenses are down due to Foley's legal services and having not needed to order additional paper copies. Laura will contact Doug Buck to see if he anticipates much difficulty in updating next year's lease. Denise Loveland, Russ Endres, and Laura will review the lease rates and make a recommendation to the board at our September board meeting.

Liaison Committee: A copy of the February meeting minutes is included in the folders. Our next liaison meeting is August 12, 2014.

Nominating Committee: We will look to have Donna Braun formally on our board after a vote at the fall conference. She agreed to fill Barb's position on the Scholarship/Awards Committee and the Website Committee. It was suggested that Jason Gruett be approached for our vacant board position. Russ Kaney will contact him.

Personnel Committee: No report at this time. Russ Kaney and Russ Endres will make recommendations after year-end.

Scholarship Committee: No applications for the scholarship have been received despite extending the deadline. Applications for Site Manager of the Year; Maintenance "Tool Time Award"; and Property of the Year award will be sent out with the deadline for submittals to be October 1, 2014. Award winners will be presented at the Annual Conference.

Website Committee: Laura requested approval to spend \$150-\$500 to update our website to allow a link from the Constant Contact newsletter to the full articles on the website. A motion was made by Russ Endres and seconded by David to allow the funds to be spent. Motion passed unanimously.

WHEDA Report: David reported that there were 54 applications with 24 of those being awarded. There was one RD project awarded. David also reported that there is one small preservation loan moving forward. Preservation funds not used will need to be returned to RD in August. High impact project reserve fund applications are due at the end of July.

Wisconsin Collaborative: This year's A Home for Everyone Conference will be July 16-17th at the Country Springs Hotel in Pewaukee. We do receive one free table for the event and Laura is planning to attend. Registration materials have been sent out, but are also available on their website, www.wiscap.org.

NEW BUSINESS:

RD Update: No report.

Training Session 2015: We are looking at Fair Housing and 504 Compliance training.

Annual Conference 2014: Plans are still in the works. David will check to insure there is not a conflict with the 2015 WHEDA conference. Russ Kaney offered to send a letter.

CARH Meetings 2015: A reminder that the CARH annual conference is being held June 8-10, 2014 in Arlington, Virginia. A motion was made by David Sheperd and seconded by Russ Endres to send Laura to the annual meeting.

Donation CARH Silent Auction. A motion was made and approved for WI-CARH to donate a \$250 gift for the silent auction. Laura will coordinate this with the national office and can use her discretion as to what to donate.

Exhibit @ Home for Everyone/WAHA/WHEDA Conferences. Home for Everyone, WAHA and WHEDA conferences are opportunities to exhibit for WI-CARH. Laura will attend these conferences and exhibit on behalf of WI-CARH. WAHA's conference is September 15-18th at Chula Vista. WHEDA's conference will be November 6th at Monona Terrace.

2013 Meeting Dates: The following dates were scheduled for the new year:

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| a. Liaison Meeting | August 12, 2014 @ RD State Office |
| b. Board Meeting | September 9, 2014 @ WIMCI @ 10 am |
| c. 2014 Annual Conference | November 18, 2014 (Tues.) @ Kalahari |
| d. Board Meeting | November 19, 2014 (Wed.) @ Kalahari |
| e. 2015 Conference & Board Mtg. | November 5-6, 2015 @ Kalahari |

A motion to adjourn the meeting was made by Dave Sheperd and seconded by Denise Loveland. The motion passed unanimously.

Respectfully submitted,

Russ Endres, Secretary