**WI-CARH Board of Directors Meeting**

**Friday, November 3, 2017**

**Kalahari Resort & Convention Center**

**1305 Kalahari Drive, Wisconsin Dells, WI**

President Russ Kaney called the meeting to order at 9:10 am. Board members in attendance were Russ Endres, David Sheperd, Rob Dicke, Donna Braun, Denise Loveland, Chris Hand, and Brittany Leonard. Debbie Biga of Rural Development and Diane Hamm, Executive Assistant were also in attendance.

**Review and Approve Prior Minutes**. A review of the previous meeting minutes was conducted and Rob Dicke made a motion for approval with Denise Loveland to second the motion and the motion carried.

**Old Business**. There was discussion about getting more properties to post on our website. An article for a future newsletter would be to interview a property that just listed on the website. Diane Hamm is going to reach out to Julie Oleson from Juneau County for the article.

**Board of Directors/Organization Report**: Russ Kaney will stay on as President, Chris Hand as Vice President, Brittany Leonard as Treasurer and Russ Endres as Secretary. Donna Braun will stay on another three years. David Sheperd has stepped down.

**Membership Report**. Diane reported that we currently have 59 members. Information will be going out the beginning of December for the 2018 membership. Fees will remain the same.

**Financial/Budget Report**. Brittany discussed the financials. It was also discussed to pay the bills online. Brittany was going to check into the procedure. Rob Dicke made the motion for approval and Donna Braun seconded the motion.

**Committee Reports:**

**Conference and Training Committee**: The overall conference went well. Dates are set for November 8, 2018 and the Kalahari is reviewing dates for 2019. There was discussion about not getting the government rates for staying at the Kalahari. The spring training session will move forward with a meeting planned for Tuesday, December 12 at 11:00 am at 1601 Vernon Avenue in Stoughton.

**Lease Committee:** There will be a 3% increase in the 2018 Lease. Russ Endres made a motion to approve and Denise Loveland seconded the motion. Diane will contact Kevin Martin to get the final copy. As soon as the final copy is sent to us it will be available for purchase.

**Liaison Committee:** Future liaison meetings dates are scheduled for February 13, 2018 and August 14, 2018.

**Nominating Committee:** There are two vacancies on the board. We are looking for someone from WHEDA. There was discussion to see if Mark Stay might be interested in serving on the Board. Chris Hand is going to reach out to him. Also, someone from Impact 7 could be a potential and Debbie Biga will check on that.

**Personnel Committee:** Diane Hamm was hired in August and the board discussed her performance. A formal review will happen in May.

**Scholarship/Awards**: Two grants were given out to youth’s this past summer. There will be information on the website and the upcoming newsletter for the 2018 year.

**Website:** Streamroll continues to make updates to the website. Diane will be reaching out to add property listings to the community listing section on the website.

# WHEDA: The Low-Income Housing Tax Credit deadline is December 8, 2017.

# Wisconsin Collaborative: The 2018 conference will be held on July 17-18 at the Hyatt Regency in Green Bay. Diane attended their last planning meeting and will be attending future meetings.

**New Business:**

**RD Report:** Dave Schwobe continues to be the acting director.

**Membership Fees 2018:** The fees will not increase.

**Scholarship Changes:** Information will be posted on the website for 2018 and it will be in the newsletter.

**Training Sessions 2018:** Review the conference evaluations for training ideas. Do a STAR training with Steve Rosenbatt and Zeffert and Associates is another potential for training. Top Training Ideas: MOR, Tax Credit Specialists and EIV – Income Verification. Chris Hand will be coming up with potential sessions.

Spring session date to be determined but will be in late April or May. The spring session will focus on solar with an on-site visit and focus on the risk and benefits for owners, managers, and maintenance.

**CARH Meetings 2018**: The Midyear Meeting will be held January 22-24 at The Westin Verasa Napa in Napa, California. Russ Kaney will be attending and presenting. The Annual Meeting and Legislative Conference will be held June 18-20 in Washington DC. Diane will be attending.

**UPCOMING MEETING DATES:**

CARH Midyear Meeting: January 22-24, 2018 at the Westin in Napa, California.

Liaison Meeting: February 13, 2018 and August 14, 2018

Spring Training – TBD

Board Meeting – May – and September - TBD

2018 Annual Conference – November 8, 2018

Board Meeting – November 9, 2018

A motion to adjourn the meeting was made by Rob Dicke and seconded by Donna Braun. The motion passed unanimously. The meeting adjourned at 10:50 am.

Respectfully submitted.

Russ Endres, Secretary