

**GREATER ALBUQUERQUE HOUSING PARTNERSHIP
BOD ANNUAL MEETING MINUTES**

December 8, 2020

Board Members Present at Annual Meeting

Absent

Don Dudley (DD), President
Juliea Benzaquen (JB), Secretary
Chris M Scott (CS), Treasurer
Tessah Latson (TL), Member
Heidi Pitts (HP), Member

GAHP Staff Present

Felipe Rael (FR), Executive Director
Miriam Hicks (MH), Director of Housing Development
Kelle Senyé (KS), Director of Asset Management
Rita Gonzalez (RG), Controller
David Poole (DP), Social Services Manager
Juan Muñoz (JM), Business Development Analyst

BOARD MEETING WAS HELD VIRTUALLY

MINUTES

CALL TO ORDER/CHANGES AND/OR ADDITIONS TO THE AGENDA

Don Dudley, President of the Board, called the meeting to order Tuesday, December 8, 2020, at 11:32 a.m.

TAB 1

Approval of Consent Agenda

DD asked if anyone wished to discuss any items within the Consent Agenda. DD asked for some explanation on the rent assistance program from KS. KS discussed the end of NOFA funds and the possibility of pursuing City and State funds for residents. HP asked if we could absorb rent assistance for the next 6 to 8 months. KS clarified that that is still in the air. The GAHP team is pushing to keep our residents informed on direct assistance applications through the City. HP asked for detail and the kind of assistance provided by the NOFA funding, KS clarified that it only covers 3 months and after that, GAHP will step in to help. DD asked for clarification on the social services report. DP explained the current state of social services with the COVID-19 pandemic limitations.

Motion: CS

2nd: TL

For: 5 Against: 0 Absent: 0 Abstention: 0 Motion Approved Unanimously

TAB 2

Approve: Board Appointments

FR explained that this was to reappoint Don Dudley as Board Member for another 2-year term.

Motion: JB

2nd: CS

For: 5 Against: 0 Absent: 0 Abstention: 0 Motion Approved Unanimously

TAB 3

Approve: 2021 Board of Directors Slate of Officers

DD presented the slate of officers for 2021: DD as President, JB as Secretary, CS as Treasurer and TL will be Vice President.

Motion: TL

2nd: HP

For: 5 Against: 0 Absent: 0 Abstention: 0 Motion Approved Unanimously

TAB 4

Team Building Exercise

KS began with a fun pie themed personality test. The board was quite amused. KS detailed all the questions in her presentation and the board was polled.

No Motion Required.

TAB 5

Discussion: Property Updates

-Luminaria

MH reported that progress is being made toward the groundbreaking on January 4th. GAHP plans to have a virtual groundbreaking event in late January. DD asked about completion time, MH clarified that it would take 14 months to finish.

-Hiland Plaza

MH continued; on Hiland Plaza we are currently working on the MFA LIHTC application. GAHP has received City Council approval of the HOME Development Agreement at the December 7th meeting which was a pleasant surprise. MH then went on to detail different features of the project in the shared image. DD asked about the projected budget, MH said that the final numbers are still to be determined.

DD asked about resources for the homeless. FR explained his role with the City to address homelessness. KS then detailed what GAHP is doing with the HUD 811 program that we have at Casa Feliz to combat homelessness. TL explained the strains on the current system for housing.

No Motion Required.

TAB 6

Discussion: Board of Directors Resource Binder

KS started by speaking to the board resource binder that was mailed out. TS spoke to the new role of Vice President and how it can be reflected in the bylaws for the future. No further discussion.

No Motion Required.

Approve: Conflict of Interest Policy

KS clarified that this is a document signed every year by board members disclosing any conflicts of interest

Motion: JB

2nd: TL

For: 5 Against: 0 Absent: 0 Abstention: 0 Motion Approved Unanimously

Approve: Cash Management Policy

FR explained the change in authority for check signing to help with operations during the pandemic.

Motion: TL

2nd: JB

For: 5 Against: 0 Absent: 0 Abstention: 0 Motion Approved Unanimously

Approve: Authorized Signatures

FR explained who the signatories are, clarifying that we have multiple people able to execute payments for the organization. Heidi Pitts and Kelle Senyé are to be added to have more signatories in case of emergency.

Motion: DD

2nd: CS

For: 5 Against: 0 Absent: 0 Abstention: 0 Motion Approved Unanimously

Tab 7

Approve: 403(b) Resolution

FR began by explaining that this is a continuation of the last board meeting presentation on the GAHP 403(b), stating that GAHP will contribute 10% of the employee's salary to the 403(b)-retirement plan.

Motion: CS

2nd: TL

For: 5 Against: 0 Absent: 0 Abstention: 0 Motion Approved Unanimously

Tab 8

The Board entered a Closed Session to Discuss Executive Director Compensation.

DD asked the Board if any actions were taken in the Closed Session. No actions were taken in the Closed Session.

Tab 9

Approve: 2021 GAHP Budget

DD asked for any questions or discussion of the budget. None.

Motion: TL

2nd: CS

For: 5 Against: 0 Absent: 0 Abstention: 0 Motion Approved Unanimously

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Motion to adjourn the meeting

**Motion: JB
2nd: CS**

For: 5 Against: 0 Absent: 0 Abstention: 0 Motion Approved Unanimously

**The GAHP Board of Directors Annual Meeting adjourned on Tuesday, December 8, 2020,
at 1:30 pm.**

Certification

I certify these minutes of December 8, 2020, GAHP Annual Meeting are accurate as written and/or corrected.


Juliea Benzaquen, Secretary

Date: 