

**GREATER ALBUQUERQUE HOUSING PARTNERSHIP**  
**ANNUAL MEETING MINUTES**  
**December 6, 2022**

**Board Members Present at Meeting**

**Absent**

Don Dudley (DD), President  
Tessah Latson (TL), Vice President (via Zoom) – Left at 2:00 p.m.  
Juliea Benzaquen (JB), Secretary (via Zoom)  
Sarah Hurteau (SH), Member (via Zoom) – Left at 2:00 p.m.  
Russell Brito (RB), Member – Arrived at 12:30 p.m.  
Elvira Lopez (EL), Member  
Alan Vincioni (AV), Member

**GAHP Staff Present at Meeting**

**Absent**

Felipe Rael (FR), Executive Director  
Rita Gonzalez (RG), Controller (via Zoom)  
Kelle Senyé (KS), Deputy Director of Operations  
Miriam Hicks (MH), Director of Housing Development  
Laurie Frappier (LF), Director of Community Relations  
David Poole (DP), Enrichment Services Coordinator (via Zoom)  
Kenzie Davison (KD), Enrichment Services Coordinator  
Arlene Engel (AE), Office Assistant

**MINUTES**

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

Having a quorum of the Directors, Don Dudley (DD), President of the Board, called the meeting to order December 6, 2022 at 12:18 p.m.

**ACTION: DD made a motion to approve the meeting agenda. It was seconded by EL and unanimously approved.**

**TAB 1 – Consent Agenda**

**ACTION: SH moved to approve the consent agenda, the motion was seconded by DD and unanimously approved.**

**TAB 2 – Discussion /Approve: Signature Resolution**

FR explained the need for the resolution to expedite the timesheet process.

**ACTION: DD moved to approve the signature resolution, the motion was seconded by EL and unanimously approved.**

**TAB 3 – Finance Committee Report**

Nothing to report. No action required.

#### **TAB 4 – Governance Committee Report**

TL apprised the Board of the discussion held on November 28, 2022 (via Zoom). Committee members present at the meeting: TL (Chair), SH (Member) and RB (Member). FR (Executive Director, GAHP) also attended. Discussion items included: Resignation of HP (Heidi Pitt) from the BOD and need for a new Treasurer of the BOD, open to the idea of having a Board skills assessment, the potential 2023 Slate of Officers for the BOD, and the GAHP's Executive Director's Compensation for 2023. Details were provided in a written report to the Board at the December 6, 2022 Annual Meeting.

**No action required.**

#### **TAB 5 – Closed Session to Discuss Executive Director Compensation**

**DD advised the Board and staff that a closed session was required to discuss the Executive Director compensation as allowed under Section 10-15-1(H) of the Open Meetings Act.**

**ACTION: DD asked for a motion to go into closed session to discuss the Executive Director's compensation for 2023. TL made the motion. The motion was seconded by AV and unanimously approved.**

**DD excused the GAHP staff, except for the Executive Director from the meeting and moved into closed session at 12:29 p.m.**

**At 12:46 p.m. the Board came out of the closed session.**

**In open session, DD polled the members that no actions were taken in closed session and the only item discussed was the Executive Director's compensation for 2023. All Board members confirmed.**

#### **TAB 6 – Discussion / Approve: GAHP 2023 Operating Budget**

FR reviewed the Operating Budget for 2023 for the Board.

**ACTION: RB moved to approve the GAHP 2023 Operating Budget, the motion was seconded by EL and unanimously approved.**

#### **TAB 7 – Discussion / Approve: 2023 Board of Directors Slate of Officers**

TL reviewed the Slate of Officers for the Board. DD accepted to serve as President of the Board for 2023. TL accepted to serve as the Vice President of the Board for 2023. JB accepted to serve as the Secretary of the Board for 2023.

**ACTION: DD moved to approve the 2023 Board of Directors Slate of Officers with Don Dudley serving as President, TL as Vice President, and JB as Secretary, the motion was seconded by SH and unanimously approved.**

#### **TAB 8 – Discussion: Strategic Plan 2022 Performance**

KS explained to the Board how the GAHP staff uses the four goals of the Strategic Plan as guidelines in the decision-making process as to projects developed, policies and procedures to implement and staff involvement in the community. The current five-year Strategic Plan was formulated in 2019. A new Strategic Plan will need to be developed in 2024 to continually develop high quality housing and to construct a cohesive, formal message that will best support GAHP's position on housing issues.

**No action required.**

**TAB 9 – Discussion / Approval: Open Meetings Act Resolution**

KS reviewed for the Board several of the key points of the Open Meetings Act, including the meeting dates set for 2023. This annual resolution states that GAHP will comply with the Open Meetings Act.

**ACTION: DD moved to approve the Open Meetings Act Resolution, the motion was seconded by AV and unanimously approved.**

**TAB 10 – Discussion / Action: Conflict of Interest and BOD Agreement Forms**

KS reviewed for the Board the reasons for the need to have the BOD Member Agreement Forms and Conflict of Interest forms renewed annually.

**ACTION: Board Member Agreements and Conflict of Interest forms were signed by Don Dudley, Tessah Latson, Julia Benzaquen, Sarah Hurteau, and Russell Brito. Elvira Lopez and Alan Vincioni's agreements are current with their Board Member onboarding in October 2022.**

**TAB 11 – Discussion: Revenue & Operations**

FR reviewed for the Board the methodology of GAHP's revenue and operations and the ownership relationships of the properties through partnerships.

**No action required.**

**Having no other business, the GAHP Board of Directors Annual Meeting adjourned at 3:15 p.m.**

**Certification**

I certify these minutes of the December 6, 2022, GAHP Board Meeting are accurate as written and/or corrected.

*Julia benzaquen*  
Julia benzaquen (Jan 12, 2023 19:33 MST)

Julia Benzaquen, Secretary

Date: January 10, 2023