

**GREATER ALBUQUERQUE HOUSING PARTNERSHIP  
BOARD MEETING MINUTES**

**Meeting Date: July 11, 2023**

**Location of Meeting: Navajo Nation Board Room, Hispano Chamber of Commerce**

**Board Members Present at Meeting**

Tessah Latson (TL), Vice President  
Juliea Benzaquen (JB), Secretary (Zoom)  
Sarah Hurteau (SH), Member  
Russell Brito (RB), Member  
Alan Vincioni (AV), Member

**Absent**

Don Dudley (DD), President  
Elvira Lopez (EL), Treasurer

**GAHP Staff Present at Meeting**

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

**Absent**

Rita Gonzalez (RG), Controller

**MINUTES**

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

Having a quorum of the Directors, Tessah Latson, Vice President of the Board, called the meeting to order July 11, 2023 at 11:40 a.m.

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

LF apprised the Board of the ongoing GAHP re-branding project. A party is planned for the roll-out in January 2024. Currently working on the development of a new logo, website, while working through some legal aspects of trademark search with a proposed name change.

**No action required.**

**TAB 1 – Consent Agenda**

**ACTION: SH moved to approve the consent agenda that includes the Board Meeting Minutes of April 11, 2023, the motion was seconded by RB and unanimously approved.**

**TAB 2 – Discussion /Approve: Board Appointments for Russell Brito & Sarah Hurteau for the April 2023 – April 2025 term.**

TL thanked Russell Brito and Sarah Hurteau for their past service on the Board and asked if they were willing to serve another term. Both consented.

**ACTION: TL made a motion to approve the Board Appointments for Russell Brito & Sarah Hurteau to serve as Board Members for the April 2023 – April 2025 term. It was seconded by AV and unanimously approved.**

**TAB 3 – Discussion /Approve: PAH! Hiland Plaza Quarter Ending June 30th Reports**

MH updated the Board on the compliance reports, project narrative, and recent photos of the construction site. Overall, work is going well. The reasons for delays on this project differ from delays on previous projects representing a shift from supply-chain shortages to staffing shortages. MH anticipates a grand opening celebration early October 2023, with move-ins beginning in August 2023.

**ACTION: TL moved to approve the PAH! Hiland Plaza Quarter Reports, the motion was seconded by SH and unanimously approved.**

**TAB 4 – Discussion: Development Update – Farolito Senior Community.**

FR and MH updated the Board on the current status of the funding and the project and preliminary tasks prior to receiving the building permit. FR noted the challenge of securing the funding for a construction project that has a longer duration. MH explained how GAHP is trying to mitigate some of the costs by purchasing early to insure availability of materials (wood, electronics).

**No action required.**

**TAB 5 – Governance Committee Report**

TL informed the Board that the Governance Committee has not met since the previous Board meeting. TL is planning on having the committee meet in September to review the makeup of the Board, and how to strategically add an additional one or two Board members by year's end.

**No action required.**

**TAB 6 – Finance Committee Report**

FR informed the Board, on behalf of the Finance Committee, that it has not met since the previous Board Meeting.

**No action required.**

**TAB 7 – Discussion: Financial Policy Proposed Revisions**

FR outlined for the Board a proposal to raise the amounts for signature authority levels for their consideration. This would help facilitate the accounts payable process. Minor adjustments will be made to the proposed policy and will be brought back to the Board at the October meeting for approval.

**No action required.**

**TAB 8 – Discussion: Employee Policy Proposed Revisions regarding service animals in the workplace.**

KS reviewed the policy proposal under consideration for the Board. Once approved, it will be incorporated into the Employee Handbook. Several of the Board members expressed some concerns about the language of the policy being overly specific. KS asked the Board members to send their suggestions in an e-Mail to her attention and she will have legal counsel review before being brought back to the Board for approval at the October Board of Directors' meeting.

**No action required.**

**TAB 9 – Discussion/Appointment: AdHoc Committee – Site Evaluations**

FR suggested to the Board to form an AdHoc Committee to identify possible locations and to perform site evaluations of potential projects. The identification and securing of multiple sites will position GAHP for growth over the next six years to better meet the objectives set out in the 2024 – 2029 Strategic Plan. Board members nominating themselves for the committee include RB, AV, and SH.

**ACTION: TL moved to approve the AdHoc Committee Members, Russell Brito, Alan Vincioni, and Sarah Hurteau, the motion was seconded by JB and unanimously approved.**

**TL asked for Public Comment. There being no Public Comment, TL asked for a motion to move into a Closed Session.**

**ACTION: RB moved to have the Board discuss, in closed session, the case of A. Velasquez, Counterclaim-Plaintiff v GAHP, Third-Party Defendants as authorized by Section 10-15-1(H)(7) of the Open Meetings Act. The motion was seconded by TL and unanimously approved.**

The Board went into closed session at 12:47 p.m.

The Board came out of closed session at 1:03 p.m.

**Acknowledgement / Poll:**

TL acknowledged that a quorum of the Board met in closed session as authorized by Section 10-15-1(H)(7) of the Open Meetings Act to discuss the case of A. Velasquez, Counterclaim-Plaintiff v GAHP, Third-Party Defendants. TL polled the Board to indicate their agreement that no decisions were made during the closed session, and no other topics were discussed.

**ACTION: Agreed Unanimously**

**There being no further business, the meeting was adjourned at 1:03 p.m.**

**Certification**

I certify these minutes of the July 11, 2023, GAHP Board Meeting are accurate as written and/or corrected.

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Juliea Benzaquen, Secretary

Date: October 10, 2023