



*Kansas Chapter
National Association of Housing
And Redevelopment Officials*

**Business Meeting Minutes
November 16, 2011
Topeka, Kansas**

I. Call to Order (12:26 p.m.)

II. Approval of Minutes

- a. Lacy Frack moved to approve the minutes of the May 11, 2011 Business Meeting as presented. Dani Dresslar seconded. Motion carried.

III. Treasurer's Report

- a. Sherry Swendson presented on behalf of Larry Pankratz. Copies of the budget were provided. The Executive Committee approved to forgo an independent audit for 2011 to reduce Chapter expenses. An audit Review Committee will be formed by Chapter members to review financial records. Revenue is expected to decrease due to cancellation of 2012 Spring Conference to encourage more members to attend Southwest NAHRO's annual conference in Kansas City.
- b. Tony Hoch moved to approve the Treasurer's report and Cynthia Bibb seconded. Motion carried.

IV. State Service Officer Report

- a. Lynn Fleming presented the Service Officer's report. There were 91 registrants for the conference and 17 vendors, which is a record high. \$21,775 in gross receipts was received for the conference.
- b. Winners of the Wagon Wheel Award:
 - i. <200: Lyons Housing Authority
 - ii. 200-499: Dodge City Housing Authority
 - iii. 500+: Wichita Housing Authority
- c. Lacy moved to approve the Service Officer's report and Tony seconded. Motion carried.

V. V.P. Reports

- a. Immediate Past President (*JoAnn Sutton*) – JoAnn reported that she had been to the National NAHRO conference in St. Louis, MO, and had attended the National Housing Committee meeting. The Committee would like to encourage legislators to seek increased funding for existing programs in lieu of American Recovery and Reinvestment (ARRA) type stimulus funding.
- b. Sr. V.P. (*Kathy Rankin*) – Kathy provided an update on the recently released Department of Transportation and Department of Housing & Urban Development (T-HUD) conference bill. Several programs would face large funding reductions under the bill, including Section 8 Administrative Fees, Capital Funds, CDBG and HOME programs. Kathy is working on a legislative paper for the Chapter and would like members to submit stories and pictures to her for the paper.
- c. V.P. of Professional Development (*Lacy Frack*) – Lacy attended SW NAHRO transitional meetings and is taking part in conference calls with the SW NAHRO Professional Development Committee; 36 sessions have been proposed for the SW NAHRO annual conference. Looking for Committee members and ideas for sessions for Kansas NAHRO. Written report provided.
- d. V.P. of Housing (*Cynthia Bibb*) – Cynthia attended SW NAHRO annual conference in Albuquerque, NM. Discussed declining budgets and ideas to reduce costs. Kansas Housing Committee met on November 15, 2011, and discussed ideas for mini-conferences. Written report provided.
- e. V.P. of CR&D (*Tony Hoch*) – Tony attended SW NAHRO annual conference in New Mexico and toured redevelopment projects in Albuquerque. Decreases in HOME funding will affect CR&D agencies. Written report provided.
- f. V.P. of Member Services (*Dani Dresslar*) – Written report provided. Dani also encouraged anyone interested to join the Member Services committee.

- g. V.P. of Commissioners (*LaDora Lattimore*) – LaDora attended SW NAHRO annual conference and Transitional Meetings and discussed increasing Commissioner attendance at NAHRO conferences. LaDora would like to have 25 active Commissioners in the state.
Tony moved to accept all reports and Lacy seconded. Motion carried.

VI. Other Reports

- a. District Representatives
 - i. District 1 (Shirley Skolout) – Continuing to meet quarterly, with agencies taking turns as meeting hosts.
 - ii. District 2 (Carol Beckwith) – Not present.
 - iii. District 3 (Tina Lewis) – Contacting district members to establish meeting dates.
 - iv. District 4 (Greta Douglas) – Meets quarterly and will continue to do so.
 - v. District 5 (Annette Wells) – Meeting quarterly at Topeka Housing Authority. Attendance has been great and is still growing.
 - vi. District 6 (Karen Madden) – District members have had lots of e-mail communication pushing for members to contact Congressional representatives.
- b. Resident Committee Chair (Sheryl Swendson) – No resident training planned. Will be presenting mini workshops in Districts on topics including Public Trust, Director Training and Accounting with ten (10) minimum registrants for a workshop.
- c. Awards Committee Chair – Awards will be presented in the Spring before the SW NAHRO annual conference.
- d. Scholarship Committee Chair (Sheryl Swendson) – Scholarship application is available on Kansas NAHRO website. A Manhattan Housing Authority resident received the top scholarship award from Kansas NAHRO and from SW NAHRO.
- e. Legislative Committee Chair (Kathy Rankin) – Legislative issues addressed in Senior VP report.
- f. Service Officer Committee (Larry Hopkins) – No report. Evaluation and contract renewal due 12/31/2011.
- g. Municipal Housing Statute Committee (Sheryl Swendson) – Not much has been done recently, however, watching legislation carefully.
- h. SWRC Conference Planning Committee (Roxanne Mason) – Will be asking for help at registration table during 2012 SW NAHRO annual conference. Still collecting items for table decorations. Booth at 2011 SW NAHRO annual conference was very successful in promoting the 2012 conference. Brad encouraged agencies to buy ads in the conference program.

VII. President's Report – Larry Hopkins

- a. The 2011 Spring conference was successful in reducing costs while maintaining revenue. Katie Anderson, SW NAHRO President, also attended and presented training.
- b. Kansas NAHRO has adopted a new logo and has a redesigned website. Housing Authority Insurance Group (HAIG) has become the website's first sponsor; still looking for other sponsors.
- c. Larry encouraged everyone to attend the 2012 SW NAHRO annual conference in Kansas City; this is a great place to meet and receive training from National NAHRO, HUD representatives and NAHRO members from other states.
- d. District workshops will start to create a long-term framework for increasing Chapter revenue and to provide better services to members. This will help the Chapter remain financially viable; several other state NAHRO chapters have become inactive.
- e. Increasing membership from CR&D agencies and from Commissioners will continue to be a Chapter goal.
- f. Preston Prince was elected Sr. VP of National NAHRO by 39 votes.
- g. Brad moved to approve the President's Report and Sherry seconded. Motion carried.

VIII. New Business

- a. Revised Travel Policy: The Revised Travel Policy was discussed during the Executive Committee meeting on November 15, 2011; proposed changes were distributed to membership. Deena moved to approve the Revised Travel Policy and JoAnn seconded. Motion carried.
- b. Revenue Enhancement Plan: Sherry, JoAnn and Kathy will complete "Train the Trainer" certification to become certified trainers. This will allow them to offer Commissioner training to the membership

at a reasonable cost to increase Chapter revenue. The Chapter will also proceed with mini workshops to increase revenue. The Executive Committee discussed covering the expenses of the Train the Trainer certification for Sherry, JoAnn and Kathy. Crystal moved that the Chapter pay for training expenses. Deena seconded. Motion carried.

IX. Old Business

- a. None

X. Non-Agenda Business

- a. None.

XI. Adjournment

- a. It was moved and seconded to adjourn the meeting.

Respectfully Submitted,

Patrick O'Neil
KS NAHRO Secretary