Minutes of the AHA Board of Housing Commissioners

Regular Meeting
Tuesday, July 16, 2014
Carnis Salisbury Building
1840 University Blvd. SE
Albuquerque, NM 87106

1. Call to Order

The meeting was called to order at 12:00 p.m. (MDT) on July 16, 2014. Chairperson McHard presided. The Board met in the Manuel Cordova Conference Room in Open Session.

2. Roll Call

AHABHC MEMBERS PRESENT

Ms. Janet McHard, Chairperson
Ms. Roxanne Rivera-Wiest, Vice Chairperson
Mr. Stephen J. Vogel, Commissioner at Large
Ms. Rebecca Chavez, Resident Commissioner, arrived at 12:02 p.m.
A quorum was present.

AHABHC MEMBERS ABSENT

Mr. D. Todd Clarke, Commissioner at Large, Excused

STAFF PRESENT

Mr. Matthew Archuleta, Public Housing Program Manager, AHA
Ms. Loretta Baca, Compliance Inspector, AHA
Mr. Matt Bailon, Housing Assistance Coordinator, AHA
Ms. Mundy Boen, Executive Assistant, AHA
Ms. Linda Bridge, Executive Director, AHA
Mr. John Cowling, Maintenance, AHA
Ms. Barbara D'Onofrio, Fiscal Manager, AHA
Mr. Brian Eagan, Attorney, AHA
Mr. Andrew Estocin, Associate Director, AHA
Ms. Anna Gonzales, Compliance Inspector, AHA
Mr. Christopher Krupar, Technical Program Manager, AHA
Mr. Raymond Murrietta, Warehouse Assistant, AHA
Ms. Anita Sanchez-Triviso, Sr. Personnel/Labor Relations Officer, AHA
Mr. Patrick Strosnider, Capital Funds Coordinator, AHA

3. Approval of Minutes

Board of Housing Commissioners regular meeting June 24, 2014.

Member Vogel moved to approve the minutes; seconded by Member Rivera-Wiest. The motion carried by a vote of 3-0-1 (For: Vogel, McHard, Rivera-Wiest; Abstain: Chavez).

4. **Public Comment**
There was no Public Comment.

5. **Consent Agenda**
There were no Consent Agenda items.

6. **Resolutions and Communications**
a) Report of the Secretary (Executive Director Linda Bridge, Associate Director Andrew Estocin, Capital Funds Coordinator Patrick Strosnider)

Ms. Bridge and Mr. Estocin presented the AHA June/July Update in the Report of the Secretary and the Albuquerque Housing Authority Production Snapshot Report, Mr. Strosnider presented the Capital Funds Report, all three addressed questions from Members of the Board. Please see the attached Report.

Member Vogel moved to accept receipt of the Report; seconded by Member Chavez. The motion was carried by a 4-0 vote.

b) 2014 AHA Strategic Action Plan Review (Executive Director Linda Bridge)

Ms. Bridge presented the 2014 AHA Strategic Action Plan Review and addressed questions from Members of the Board.

Member Chavez moved to accept receipt of the Report; seconded by Member Rivera-Wiest. The motion was carried by a 4-0 vote.

c) Resolution 2014-19 Approval of the AHA Disposition Policy (Executive Director Linda Bridge)

Ms. Bridge presented "Resolution 2014-19 Approval of the AHA Disposition Policy" and addressed questions from Members of the Board.

Member Vogel moved to adopt "Resolution 2014-19 Approval of the AHA Disposition Policy"; seconded by Member Rivera-Wiest. The motion was carried by a 4-0 vote.

d) Resolution 2014-20 Approval of the AHA Conflict of Interest Policy (Executive Director Linda Bridge)

Ms. Bridge presented "Resolution 2014-20 Approval of the AHA Conflict of Interest Policy" and addressed questions from Members of the Board.

Member Rivera-Wiest moved to adopt "Resolution 2014-20 Approval of the AHA Conflict of Interest Policy"; seconded by Member Chavez. The motion was carried by a 4-0 vote.

e) Executive Communication 2014-02 Updates to the 2013-2018 AHA Strategic Plan and addition of the FY2015 Action Plan (Executive Director Linda Bridge)

Ms. Bridge presented "Executive Communication 2014-02 Updates to the 2013-2018 AHA Strategic Plan and addition of the FY2015 Action Plan" and addressed questions from Members of the Board.

Member Vogel moved to accept receipt of "Executive Communication 2014-02 Updates to the 2013-2018 AHA Strategic Plan and addition of the FY2015 Action Plan"; seconded by Member Rivera-Wiest. The motion was carried by a 4-0 vote.

7. Old Business

There were no items of Old Business.

8. New Business

a) The Board is going to meet in Closed Session under §10-15-1 (H)(2) NMSA 1978 to discuss a limited personnel matter, Executive Director compensation.

Member Vogel moved to meet in Closed Session under §10-15-1 (H)(2) NMSA 1978 at 1:11 p.m. to discuss a limited personnel matter, Executive Director compensation. The motion was seconded by Member Rivera-Wiest and carried by a 4-0 roll call vote. All Board members recessed to discuss this matter.

b) Re-Convene in Open Session; to vote in public on action items, if any.

Member Vogel request staff to draft a motion to amend Ms. Bridge's contract to reflect the 3% raise effective July 1, 2014. Member Vogel explained that since Ms. Bridge has an employment contract with AHA, she did not automatically receive the 3% raise in pay that all other AHA employees had already received on July 1 as part of the prior approval by the Board of the Financial Year 2014-15 operating budget for AHA.

9. Other Business

a) The next Regular Meeting of the Board will be on Tuesday, August 19, 2014 at 12 noon in the Manuel Cordova Conference Room, at the Albuquerque Housing Authority Administration Office, in the Carnis Salisbury Building, 1840 University Blvd SE, Albuquerque, NM.

b) Discussion of date for a Special Board Meeting for training on AHA financials.
The Board requested that the date for this future special meeting be scheduled via email.

10. Adjournment

There being no further business to be brought before the Board, Member Chavez moved to adjourn the meeting at 1:30 p.m.; seconded by Member Vogel. The motion was carried by a 4-0 vote.

SUBMITTED:

Ms. Linda Bridge, Secretary to the Board
Date: August 19, 2014

READ AND APPROVED:

Ms. Janet McHard, Chairperson of the Board