

SAN ANTONIO HOUSING TRUST FOUNDATION
2020 BOARD OF DIRECTORS
MINUTES

DATE: Wednesday, May 13, 2020

TIME AND PLACE: 1:00 p.m.; Zoom meeting

PRESENT: Celina Peña, Paul DeManche, Erica Martinez, Hilliard Galloway and John Whitsett

ABSENT: Frankie Gonzales-Wolfe, John Harris II and Estrella Garcia

STAFF MEMBERS: Pedro Alanis- Interim Executive Director Nicole Collazo-Assistant Director, Maria Bradley- Senior Administrative Assistant and Mark Sanchez, Attorney

VISITORS: Allison Shea- NHSD; Ian Benavidez-NHSD; Irma Duran-NHSD; Iris Dimmick-Rivard Report

1. CALL TO ORDER AND ROLL CALL: The meeting was called to order at 1:16pm
2. APPROVAL OF BOARD MEETING MINUTES FOR APRIL 6, 2020 AND APRIL 28, 2020

Director John Whitsett motioned, and Director Drew Galloway seconded to approve the minutes for April 6, 2020 as presented.

MOTION CARRIED 5-0

Director Celina Peña motioned, and Director Paul DeManche seconded to approve the minutes for April 28,2020 as presented, with Director John Whitsett abstaining.

MOTION CARRIED 4-0.

3. CITIZENS TO BE HEARD-INTERESTED SPEAKERS WILL HAVE 3 MINUTES EACH TO ADDRESS THE BOARD ON AGENDA ITEMS OR HOUSING POLICY RELATED MATTERS; A TOTAL OF 15 MINUTES WILL BE PROVIDED.

NO CITIZENS TO BE HEARD.

4. TREASURER'S REPORT- APRIL 2020

Interim Executive Director Pete Alanis mentioned that the budget is going well. All accounts look steady. The Foundation account has an available balance of \$1.37 Million. Up to date the accounts have expended approximately 28% through April in the Operation budget. It was expected to be at around 58% at this point. Pete mentioned that the accounts was well ahead where we needed to be, so it was great from a spending standpoint. The Public Facility Corporation has a cash balance of \$384,872. Pete sated that we would receive around \$466,052 of reimbursements from the Red Berry account.

President Celina Peña asked if there was an allocation for the Under 1 Roof program. Pete said it was noted under the Trust Disbursement account and it is not shown in the snapshot.

NO ACTION WAS TAKEN.

5. BRIEFING, CONSIDERATION AND POSSIBLE ACTION REGARDING A BUDGET ADJUSTMENT TO THE FY 2020 ANNUAL FOUNDATION OPERATING BUDGET

Pete Alanis briefed on the mid-year budget report. Currently revenues are on at good standpoint. The Trust was expected to receive \$926,718 in revenues and adopted operational budget that included \$716,433 through the year. Looking at the revenues on what is expected to look like at the end of the fiscal year, we anticipate the revenues will go up to \$1.5 Million which is a 66% increase from what the future forecast was going to be. The Public Facility Corporation's attributes to that with their 25% Administrative fees.

Pete reiterated that overall, everything looks good and in 6 months the revenues exceeded what the projected FY 2020 proposed budget on expenses were.

Pete mentioned that Director Estrella Garcia-Diaz recommended to approve the amendment of the FY 2020 budget.

Director Celina Peña motioned, and Director John Whitsett seconded to approve the mid-year budget adjustment for FY 2020.

MOTION CARRIED 5-0.

6. EXECUTIVE DIRECTORS REPORT

Interim Executive Director Pete Alanis gave the Board an update regarding staff no longer working from home effective May 4,2020. Under certain circumstances there are accommodations made and can work from home if need be.

Pete Alanis went over updates from the COVID-19 and mentioned that the San Antonio Housing Trust approved \$5 million in support of the City's \$25 million Covid-19 Emergency Housing Response effort. Bexar County Housing Authority has provided \$4 million for a Temporary Rental Assistance for rental assistance for County residents who were impacted by the pandemic.

The Foundation also received \$104,610 in additional donations from United Way of San Antonio and the San Antonio Area Foundation.

NO ACTION WAS TAKEN.

7. PERSONNEL COMMITTEE: UPDATE REGARDING THE EXECUTIVE DIRECTOR POSITION

Director Paul DeManche gave a brief update on the Executive Director position process. On January 21, 2020, the job opening for the Executive Director position was posted. The job posting closed on March 9,2020. Then on March 16,2020 the Foundation Search Panel met with 7 candidates to have phone interviews. Out of those 7 candidates the Search Panel chose 4 to move forward to the second round of interview process.

8. EXECUTIVE SESSION: Pursuant to 551.071, 551.072, 551.074 of the Texas Government Code (consultation with attorney, personnel, contracts, real estate, and litigation matters may be discussed)

ANY ITEM DISCUSSED IN EXECUTIVE SESSION MAY BE ACTED UPON IN OPEN SESSION.

9. ADJOURNMENT- Without objection the chair adjourned the meeting at 2:05p.m.

Signed this _____ of _____, 2020

Respectfully Submitted by:

Secretary