

**SAN ANTONIO HOUSING TRUST FOUNDATION**  
**2020 BOARD OF DIRECTORS**  
**MINUTES**

**DATE:** Tuesday, June 30, 2020

**TIME AND PLACE:** 2:00 p.m.; Zoom meeting

**PRESENT:** Celina Peña, Paul DeManche, Erica Martínez, John Whitsett and John Harris II

**ABSENT:** Frankie Gonzales-Wolfe, Estrella Garcia-Diaz and Hilliard Galloway

**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; Veronica Soto-NHSD; Teri Castillo-Resident

1. CALL TO ORDER AND ROLL CALL: The meeting was called to order at 2:07pm
2. APPROVAL OF BOARD MEETING MINUTES FOR MAY 13,2020

Director Paul DeManche motioned, and Director John Whitsett seconded to approve the minutes for May 13, 2020 as presented.

**MOTION CARRIED 5-0**

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- MAY 2020  
Pete Alanis stated that we are still within budget even with the updated Mid-year review budget adjustment.

**NO ACTION WAS TAKEN.**

5. EXECUTIVE DIRECTORS REPORT  
Pete Alanis let the Board know that effective June 18,2020 SAHT staff will continue to remote work full time at least through Independence Day.  
He provided an update regarding the Risk Mitigation Fund stating that approximately \$1947,670 in Trust funds and donations to assist 733 families.  
Pete Alanis gave a brief update on the following PFC projects that have completed construction and are now leasing. It included Salado at Red Berry Apartments, The Stella Apartments, St. John's Seminary Apartments and Brookwood Senior Apartments. He also provided a list of 8 projects that anticipate closing between July 15<sup>th</sup>- October 30<sup>th</sup>.  
He also mentioned about posting the RFQ for Asset Management will be on July 8<sup>th</sup> and Underwriting Consultation for July 15<sup>th</sup>.

**NO MOTION NEEDED.**

6. BRIEFING ON THE CITY OF SAN ANTONIO STRATEGIC HOUSING IMPLEMENTATION PLAN BY NHSD  
Pete Alanis introduced Veronica Soto to provide feed back on the implementation plan. Mayors housing task force has recommendation in terms of housing production in home ownership and rentals. Ian Benavidez briefed on the 2 phases that the SHIP completed. Phase I was started back in October and included the recalibration of the production goals included in the Framework Plan. The recalibration considered cost burden households, supply and demand imbalances, location of where the needs are, and the types needed. Ian informed the board on the projected timeline. The Housing Commission and Stakeholders will define goals in July/ July 2020. Create Framework to include key strategies and stakeholder session in July/ August 2020. Approval by agencies to track and measure targets in August/September 2020.

**NO ACTION WAS TAKEN.**

7. PERSONNEL COMMITTEE: DISCUSSION, CONSIDERATION, AND POSSIBLE ACTION REGARDING THE EXECUTIVE DIRECTOR POSITION  
Director Paul DeManche gave the rest of the Board an update of the Executive Directors recruitment process. He mentioned that on January 21, 2020 a job opening for the Executive Director position was posted. The job posting closed on March 9, 2020. There were over 160 applicants and only 7 candidates were selected to move forward to the next round. The Personnel Committee set up phone interviews with the 7 candidates and then narrowed the selection to 4 qualified candidates. The Foundation and The Public Facility Corporation met on April 13, 2020 to discuss the process of the Executive Director recruitment and discuss the final candidates. On May 5,2020, the Search Panel met to discuss the final candidates and motioned in closed session.

Executive Session at 3:10pm

Director Paul Demanche did a briefing on the final 3 candidates. The Personnel Committee recommended Pedro "Pete" Alanis as the Executive Director.

The motion out of Committee authorizes the Personnel Committee recommending Pete Alanis as the final candidate and to negotiate the terms of the contract to be brought back to the Board for final approval once the terms are set.

Director John Harris seconded.

MOTION CARRIED 5-0.

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. CONSULTATION WITH ATTORNEY AND PERSONNEL: DISCUSSION REGARDING SELECTION OF THE EXECUTIVE DIRECTOR
10. ADJOURNMENT- Without objection the chair adjourned the meeting at 3:24p.m.

Signed this \_\_\_\_\_ of \_\_\_\_\_, 2020

Respectfully Submitted by:

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Secretary