

SAN ANTONIO HOUSING TRUST FOUNDATION
2019 BOARD OF DIRECTORS
MINUTES

DATE: Wednesday, October 9, 2019

TIME AND PLACE: 12:00 p.m.; Board Room

PRESENT: Laura Martinez, Celina Peña, Marco Flores, John Whitsett, Estrella Garcia-Diaz, Paul Demanche, Frankie Gonzales-Wolfe and John Harris II (Arrived at 12:21PM)

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

VISITORS: Allison Shea-NHSD, Councilman John Courage- District 9, Major Rob Webb- Area Commander of The Salvation Army, Dr. Roberto Garcia-Development Director of The Salvation Army

1. CALL TO ORDER AND ROLL CALL: The meeting was called to order at 12:06 P.M.
2. APPROVAL OF BOARD MEETING MINUTES FOR AUGUST 14, 2019. Director John Whitsett motioned; Director Paul DeManche seconded to approve meeting minutes.
Motion carries 7-0.
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. Major Rob Webb and Dr. Roberto Garcia gave the board a brief history about the Salvation Army organization. The San Antonio Salvation Army has served San Antonio residents since 1889. Their main location the Hope Center Facility provides help to those citizens in crises with human trafficking, substance abuse, mental health issues and offer them a safe place to stay. Rob Webb mentioned the Hope Center has a water system that needs to be replaced, a boiler that has gone out and a backup boiler that is about to go out as well. Major Rob Webb mentioned they have multiple bids and are asking the Foundation Trust to help donate about \$60,000 for a boiler, a new back up boiler and water softener system to keep the facility help these families.

No Motion Taken.

4. TREASURER'S REPORT- SEPTEMBER 2019
Director Estrella Garcia-Diaz presented the Treasurers report and mentioned being over budget in fees to professionals and in maintenance and repairs that were done to the building but overall, we are under budget for the end of the fiscal year. Chair Laura Martinez asked if it was budgeted or if money was taken from another account to replace the office lights and the replacement of the pole that fell on the property few weeks ago. Pete Alanis responded that there was a \$60,000 was money from the end of the year surplus that was used to make those repairs. Director Celina Peña asked for a report of the Trust fund. Executive Director Pete Alanis stated he will start including those reports going forward. Chair Laura Martinez wanted a breakdown of the asset total. Pete Alanis explained the total asset is \$2.8 Million dollars which includes all funds in the Operating account, Disbursement account and UU Housing plus the \$3.3 Million dollars from notes receivables and outstanding notes and adds up to the 6.2 Million Dollars.
No Motion Taken.

5. EXECUTIVE DIRECTORS REPORT – SEPTEMBER 2019

Executive Director Pete Alanis briefed on changes he is making on policy and procedures at the Trust. He mentioned he met with the Van Carter, Senior VP for Public Fund at Frost Bank to ask some questions. He explained that FDIC insurance only covers up to \$250,000 of the Trust money and any amounts beyond \$250,000 is insured by a collateralization through Bank of New York Mellon. Another change to our banking operations that was made was to change the Foundation, Public Facility Corporation, and Finance Corporation will be deposit only accounts that took effect on October 1st. He mentioned he completed his initial assessment on all policies and procedures for the foundation which involved Human Resource, Employee Compensation and Benefits and Financial Management draft will present to the Board by November 2019. He also spoke about changing the website to make it more user- friendly and changing of the logo. He mentioned about all the maintenance the office needs inside and out. Pete Alanis also briefed the Board on the sale of the Baldwin as well of closings of Mesa West and Lookout Apartments.

6. DISCUSSION, CONSIDERATION AND POSSIBLE ACTION REGARDING STAFF RECOMMENDATION OF SELECTION OF AN AUDITOR FOR THE FY 2018-2019 AUDIT

Interim Executive Director Pete Alanis mentioned back in September they released an RFQ and had received several responses over the phone requesting additional information but only 2 proposals were submitted and out of the two proposals Pete and staff recommended Gregory & Crutchfield to be our auditor for the new fiscal year 2019-2020. Gregory & Crutchfield has experience working with non-profits.

Director Celina Peña motioned, and Director Marco Flores seconded to approve as presented for the firm Gregory & Crutchfield policy.

Motion Carries 8-0.

7. DISCUSSION, CONSIDERATION AND POSSIBLE ACTION REGARDING THE SAN ANTONIO HOUSING TRUST (SAHT) STRATEGIC ASSESSMENT RECOMMENDATIONS CONDUCTED BY THE NATIONAL ASSOCIATION FOR LATINO COMMUNITY ASSET BUILDERS (NALCAB)

Interim Executive Director Pete Alanis briefed on the assessment recommendations by the National Associated for Latino Community Asset Builders (NALCAB). There was a work session to talk about the assessment and provide recommendations that can be forwarded over to the City.

The Board has decided to go ahead and start looking to hire a new Executive Director first.

Director Laura Martinez announced to the rest of the Board that she is retiring from President of the San Antonio Housing Trust. Randy Rice will now be President for now and at the next Foundation meeting there will be nominations for Vice President chair position.

No motion needed.

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)

Director Paul DeManche motioned, and Director John Whitsett seconded to adjourn.

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

9. ADJOURNMENT- Without objection the chair adjourned the meeting at 2:46 p.m.

Signed this _____ of _____, 2019

Respectfully Submitted by:

Secretary

