SAN ANTONIO HOUSING TRUST FOUNDATION
2024 OFFICIAL MEETING MINUTES

DATE: March 22, 2024

TIME AND PLACE: The San Antonio Housing Trust Foundation met in session at 2:14 p.m., via Zoom and in person at 114 W Commerce, San Antonio, TX 78205.

PRESENT: Antoinette Brumfield, Mark Carmona, Councilmember Teri Castillo, Jordan Ghawi, Rachell Hathaway, Councilmember Sukh Kaur, Councilmember Jalen McKee-Rodriguez, Marinella Murillo Eric Cooper, Councilmember Adriana Rocha Garcia, and Councilmember Phyllis Viagran. and Jane Paccione.

ABSENT:

STAFF/VISITORS PRESENT:
Pedro Alanis- Executive Director San Antonio Housing Trust; Nicole Collazo- Director of Operations San Antonio Housing Trust; Susan Snowden- Financial Director San Antonio Housing Trust; Tom Roth- Director of Development San Antonio Housing Trust; Seema Kairam- Real Estate Development Manager of San Antonio Housing Trust; Jessica Kuehne- Director of Asset Management San Antonio Housing Trust; Lauren Bejaran- Senior Administrative Assistant San Antonio Housing Trust; Justin Renteria- District 5; Sabine Miramontes-Somers- SEFLA Languages Interpreter; Norma Little- Leal & Carter, PC; Emily Sanchez- Leal& Carter, PC; Patrick Steck- Assistant Human Services Director- City of San Antonio; Clarissa Rodriguez- Denton Navarro Rocha Bernal & Zech, P.C.; Summer Greathouse-Bracewell.

1. **CALL TO ORDER AND ROLL CALL:** The meeting was called to order by President Rocha Garcia and the roll was called by Lauren Bejaran.

2. **DISCUSSION AND POSSIBLE ACTION TO APPROVE MINUTES OF FEBRUARY 16, 2024.**
MINUTES COMMISSION ACTION:
Jordan Ghawi motioned, and Councilmember Teri Castillo seconded to approve the February 16, 2024, minutes.
AYES: 11
NAYS:
ABSTAINED:
THE MOTION PASSED.

3. **PUBLIC COMMENT – INTERESTED SPEAKERS WILL HAVE 3 MINUTES EACH TO ADDRESS THE BOARD ON AGENDA ITEMS OR HOUSING POLICY RELATED MATTERS.**

NONE.
NO ACTION TAKEN.

4. **PRESENTATION AND POSSIBLE ACTION REGARDING THE SAN ANTONIO HOUSING TRUST FOUNDATION, INC. AUDITED FINANCIAL REPORT FOR FISCAL YEAR ENDING SEPTEMBER 30, 2022.**
Norma from Leal & Carter, PC briefed the board on the FY 2022 Audit draft for the San Antonio Housing Trust Foundation.

MINUTES COMMISSION ACTION:
Councilmember Jalen McKee-Rodriguez motioned, and Jordan Ghawi seconded to approve the FY 2022 Audit for the San Antonio Housing Trust Foundation.
AYES: 11
NAYS:
ABSTAINED:
THE MOTION PASSED.

5. **CONSIDERATION AND ACTION TO APPROVE RESOLUTION NO. F24-0322-05 APPROVING AN APPLICATION BY THE FOUNDATION FOR AN URBAN LAND INSTITUTE GRANT AND AUTHORIZING SPONSORSHIP OF THE 2024 AT-RISK YOUTH HOUSING SUMMIT AND ADDRESSING RELATED MATTERS.**
   Executive Director, Pete Alanis, briefed the board on the proposed resolution approving an application by the Foundation for an Urban Land Institute Grant.

   MINUTES COMMISSION ACTION:
   Jane Paccione motioned, and Councilmember Dr. Sukh Kaur seconded to approve Item #5.
   AYES: 11
   NAYS:
   ABSTAINED:
   THE MOTION PASSED.

6. **CONSIDERATION AND ACTION ON RESOLUTION NO. F24-0322-06 APPROVING THE RELEASE OF A REQUEST FOR PROPOSALS FOR AN ON-CALL, EXPERIENCED GRANT WRITER TO PURSUE AND OBTAIN PUBLIC AND PRIVATE GRANT AND OTHER FINANCIAL OPPORTUNITIES FOR THE FOUNDATION.**
   Executive Director, Pete Alanis, briefed the board on the proposed resolution approving the release of a request for proposals for an On-Call, Grant Writer for the San Antonio Housing Trust Foundation.

   MINUTES COMMISSION ACTION:
   Jane Paccione motioned, and Marinella Murillo seconded to approve Item #6.
   AYES: 11
   NAYS:
   ABSTAINED:
   THE MOTION PASSED.

7. **ADJOURNMENT**
   President Rocha Garcia adjourned the meeting. There being no further business, the meeting was adjourned at 2:36 p.m.