# Community Housing Expansion of Austin

Regular Meeting of the Board of Directors

July 11, 2018, 6:30 PM

Barak Bullock calls the meeting to order at

In attendance, constituting a quorum:

Barak Bullock - Chair

Matt Dietrichson - Human Resources

Gatlin Johnson - Treasurer, Secretary

Also in attendance:

Absent:

Natalie Morgan - Director

#### Review of Minutes from June 20, 2018

The Board considers the minutes from June 20, 2018

**Motion to approve the minutes from June 20, 2018 (Barak, Matt)**

Accepting:

Rejecting: 0

Abstaining: 0

The motion passes by consensus.

#### Debrief from GMM (10 minutes).

Barak notes that the meeting went well but the turnout was poor. Suggests we could have sent out the notice further in advance. However, it was overdue and it was critical that we tell the membership about our latest activities.

Matt agrees that the questions and camaraderie from the members was good and that we should have sent out notice in advance. Ideally it would happen midday on a Saturday and turn into a bigger social event and / or feats of strength among different coops.

Barak emphasizes that it is vital that we get membership surveys from every member. It is decided that we should try and collect all of them by the end of July.

Barak returned the keg.

We should review the minutes from GMM and send out to the membership. Natalie SL sent it to the board.

No motion was made and the item was resolved at 6:38 PM.

#### Debrief from the Strategic Planning Meeting (10 minutes).

The Board then discusses the recent Strategic Planning meetings.

Barak points out Annaliese has not sent us the second round of notes yet, and Mary has not replied to us. Once we have all the notes he can look it over and

Gatlin suggests this could be a committee activity.

Matt suggests a working meeting on July 25, 2:00 PM - 6:00 PM at La Reunion.

There is unanimous support.

No motion was made and the item was resolved at 6:46 PM.

#### C-TAP Proposal Status Update and Planning (45 minutes)

The Board then discusses the CTAP Proposal Status Update.

Barak asks if we have any kind of staffing plan in progress.

Matt proposes that we hire one full time position which focuses mostly on the organizing component of the job. We would have to allocate additional money to pay for someone to address more technical real estate concerns that might be outside the purview or capabilities of NASCO Properties.

The Board reviews the Memorandum of Understanding between CHEA and NASCO Properties, and resolves to clarify the terms at the next NP Board Meeting.

The Board contemplates the wonderful coincidence that the NP meeting will be held in Austin soon.

Barak encourages us to apply for money from the affordable housing bond. Gatlin suggests he can make multiple budget proposals for different scenarios.

The Board is in general agreement that while our staffing will be limited by whatever the actual budget is, we should look to hire two employees as quickly as possible.

Matt brings up concerns that the status of the JPMorgan Chase money is uncertain. There is general agreement that we should continue regardless.

Matt will try to sit down with Greg Casar’s staff and discuss this project.

The Board discusses the status of the corporate documents for the application.

No motion was made and the item was resolved at 7:24 PM.

#### Preparing for NASCO Properties Board Meeting (10 mins)

Gatlin has an item on the La Reunion house agenda to discuss this very topic, and that meeting is starting imminently.

The Board breaks for the La Reunion meeting at 7:26 PM.

The Board reconvenes at 8:17 PM.

No motion was made and the item was resolved at 8:18 PM.

#### CHEA Staff discussion (35 mins)

Matt brings up an email from Natalie San Luis outlining tasks that she has completed recently.

General agreement that we need to flesh out the duties of an employee.

Barak wants as many employees as possible.

Gatlin suggests that we outline somehow what we currently expect from our employee and what we would like for an employee to do.

Matt (HR) will take on this task and will bring back the results before September.

No motion was made and the item was resolved at 8:27 PM.

#### Community Board Member recruitment (15 mins)

Presently we have one obviously interested for the CBM position.

Gatlin knows another interested party and needs to reach out for a statement.

Barak suggests we should ask candidates to show up to the board meeting on the 7th of August.

No motion was made and the item was resolved at 8:30 PM.

#### Action Items

The Board assigned the following action items:

Barak - ask NSL to attend working meeting

Natalie M -

Matt - print out and distribute membership surveys to Sasona; collect by end of July; gin up an outline of employee expectations to be presented before September

Gatlin - send out GMM minutes to both houses; will come up with a tech proposal for the board;

Natalie SL - organize the CDC bylaw recommendations and produce items we can vote on at a board meeting; prepare the relevant corporate documents for the CTAP application by July 25

#### Future Meeting Schedule and Agenda Items

The Board determined the following discussion items for the Working Meeting, which was agreed to take place at 2:00 PM on July 25, 2018 at La Reunion:

* CTAP Application

The Board determined the following discussion items for the Voting Meeting, which was agreed to take place at 6:00PM on August 7, 2018 at Sasona:

* TBD (will send out full agenda 72 hours prior to meeting)

#### New Business

We need to print out the member surveys for members who don’t use email.

There being no further business to be brought before the Board, the meeting was adjourned at 8:30 PM.