

New Mexico NAHRO  
Board Meeting  
EXECUTIVE BOARD MINUTES  
November 4, 2011

**ITEM 1. CALL TO ORDER – Chris Herbert**

The meeting was called to order at 11:20am.

**ITEM 2. WELCOME AND INTRODUCTION**

**Presiding**

Chris Herbert President

**Officers Present-**

Dodi Salazar	Immediate Past President
Betty Valdez	Senior VP
Rick Courtney (late arrival)	VP of CR&D
Sonya Carrillo	VP of Member Services
Dolly Newman	VP of Housing
Ed Romero	Treasure
Valerie Huerta	Secretary
Robbie Levey(by phone)	Member-At-Large
Patricia Taraddei	Member-At-Large

**Officers Absent**

Christi Baker	VP of Professional Development
Art Jiron	VP of Commissioners
Lori Gonzales	Member-At-Large
Robert Pacheco	Member-At-Large
Carmella Martinez	Member-At-Large
Terry Baca	Member-At-Large
Mary Ann Chavez	Member-At-Large

**ITEM 3. APPROVAL OF AGENDA**

**ACTION TAKEN:** A motion was made to approve the agenda by Dodi Salazar. Betty Valdez seconded the motion. President Herbert declared the motion carried.

**ITEM 4. APPROVAL OF MINUTES**

Minutes from the August 4, 2011 meeting were presented for the board's review and approval.

**ACTION TAKEN:** A motion to approve the minutes was made by Betty Valdez. Ed Romero seconded the motion. President Herbert declared the motion carried.

**ITEM 5. FINANCIAL REPORTS (Robbie Levey)**

Current Cash balance as of \$31,194.95.

**ACTION TAKEN:** A motion to approve the financials was made by Dodi Salazar and seconded by Dolly Newman. President Herbert declared the motion carried.

**ITEM 6. OLD BUSINESS**

➤ **IRS Tax Return Update**

Ed Romero stated no update. Betty Valdez inquired about having an outside accountant prepare and submit NM NAHRO returns. IRS is not showing a return for the past five years. Dodi Salazar stated she came across two tax ID numbers for NM NAHRO and will forward them to Treasure Romero. Returns need to be updated before we apply for the non-profit status. Dodi stated past president Robert Anaya had filed returns. President Herbert stated he spoke to the IRS and there were no returns filed for the last five years. President Herbert stated the importance of being in good standing before NM NAHRO goes to the Legislator.

**ACTION TAKEN:** Betty Valdez made a motion to have an accounting firm prepare and file NM NAHRO tax returns for a fee not to exceed \$5,000. Dodi Salazar second the motion. President Herbert declared the motion passed.

**ITEM 7. HUD TRAININGS**

Dodi Salazar made a motion to sponsor \$150 per quarter for the HUD Quarterly Trainings. Dolly Newman seconds the motion. President Herbert declared the motion passed.

**ITEM 8. NEW BUSINESS**

➤ **2012 Conference Update (Betty gave report for Christy)**

Uptown Marriot gave NM NAHRO the best deal. We will be looking into doing a three year contract and negotiating a refund if we prepay and cancel. Have not heard from Shelly in regards to the accounting training. Christy will set up a conference call to discuss training tracks and vendors. President Herbert asked each PHA on board to send three vendors for the conference. Cost for registration and vendor fees the same as past years. Ed Romero stated we should contact large PHAs in NM to see how many people they plan on sending to NM NAHRO 2012. President Herbert suggested an email go out to all ED's asking how many people they plan on sending to the conference. Dodi Salazar stated the 2012 NM NAHRO Conference is within the same FY as the 2011 NM NAHRO Conference. Ed Romero inquired about NM NAHRO or MFA sponsoring registration for small PHA's. Cost of the Commissioners Training for the 2011 NM NAHRO Conference was \$2,500.00. Getting rid of the Commissioners Training and integrating it into the tracks can provide a cost savings.

➤ **Service Officer Contract (Betty)**

Christy to submit an RFP for a service officer. Christy plans on preparing and submitting the RFP as soon as possible so the website can get updated.

➤ **Governors Conference**

MFA inquired if NM NAHRO would be interested in helping with the Governors Conference. Rick Courtney stated the Governors conference may be combined with SWAHG Conference. Governor may not want a Housing Conference. Governors Conference is planned for the 1<sup>st</sup> week in November 2012. President Herbert stated it would be a good idea if MFA, SWAHG, HUD and NAHRO Professional Development discuss what trainings would be provided at the conferences to prevent duplicate trainings.

➤ **Strategic Planning (Chris Herbert)**

President Herbert would like to meet to discuss creating a strategic plan. The Strategic Plan would incorporate our vision, mission statement and goals. Robbie Levey stated a Strategic Plan was created in 2006 by Eric Quinn. President Herbert stated he would call Ms. Quinn to see if she would be willing to help us update our plan. The board will be meeting (an invite will be going out to all PHAs) on Friday December 9 at 9:00 am at Albuquerque Housing.

**ITEM 9. Committee/Board Updates**

- **Housing (Tom Hassell)**
  - ❖ Tom not present.
- **Commissioners (Art Jiron)**
  - ❖ Art Not present
- **Professional Development (Christi Baker)**
  - ❖ Betty reported earlier in the meeting.
- **Member Services (Sonya Carrillo)**
  - ❖ No update
- **CR & D (Rick Courtney)**

Rick gave update on how CR&D is an opportunity to reach out to local PHA's . Stated USDA has Rural Development Program and this is a good time to effectively work with HUD. Many of Ricks ideas relate to the Strategic Planning, such as anti donation law, working with elected officials and providing additional services to local PHAs.
- **Sr. VP Update (Betty Valdez)**
  - ❖ Gave update earlier

**ITEM 10. ADJOURNMENT**

**ACTION TAKEN:** A motion was made by Dodi Salazar and seconded by Betty Valdez to adjourn the November 4, 2011 Executive Board Meeting. President Herbert declared the motion carried.

**Meeting Adjourned at 12:52 pm.**

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Chris Herbert  
President

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Valerie A. Huerta  
Secretary