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**EXECUTIVE BOARD MEETING MINUTES**

**Friday, July 12th, 2019- 12:45 pm – 2:15 pm**

**Exeter Room, 2nd Floor, Boston Park Plaza Hotel**

**I. Call to Order, Roll Call, and Introduction of Guests**

Attend: Thomas Jefferson, Peter Lifari, Ted Ortiviz, Joan Smith, Julie Brewen, Janice Kimball, Phillip Bernal, Patti Webster, Lori Pacheco, Ed Talbot, Zachary Guerin, Duane Hopkins, Dianne Hovdestad, Matt Pike, Don May, David Martens

**QUORUM ACHIEVED.**

Guests: Jim McGrath, Missoula HA

**II. Approval of Minutes from April 7, 2019- Washington DC.**

Dianne Hovdestad motioned and Ted Ortiviz seconded a motion to approve the minutes, all in favor.

**III. President’s Report-** Duane asked Senior VP, Peter Lifari, to report on Committee assignments and election of Officers for the 2019- 2021 term of office. The elected officers and VPs are as follows:

* President- Peter Lifari
* Senior Vice President- Matt Pike
* Secretary- Clarisa Hogart
* Treasurer, Dana Miller
* VP Housing- Lori Rosendahl
* VP CR&D- Janice Kimball
* VP Professional Development- Penny Hannegan
* VP Member Services- Zach Guerin
* VP Commissioners- Phil Bernal
* VP IRGE- Ed Talbot

A formal list of committee assignment will be sent out when completed. There was discussion about the following:

* Add Diane Hovdestad to the Leg Network
* Find out if Brenda Strom is continuing with NAHRO and if so, in what capacity
* Patti Webster that here staff person Kyle wants to be placed on the Professional Development Committee
* Put Jack Quinn on the Commissioners Committee

Peter reported that Matt Pike will not be able to serve as Senior VP due to his appointment as National NAHRO Parliamentarian by incoming President Sunny Shaw. Peter noted that it is the responsibility of the Board to select a replacement and nominated Joan Smith to replace Matt as Senior VP. Dianne Hovdestad seconded the motion. There was agreement that Joan was an excellent replacement. Don May Webster started a discussion about the fact that the Board was comprised heavily of Colorado people. Everyone agreed that they would prefer more representation from other states in the region but that there wasn’t anyone stepping up to participate. Dianne Hovdestad indicated there was no one in the Dakotas willing to serve this role. Janice Kimball indicated that Utah didn’t have anyone currently able to fill this role but that they would work on grooming more people in the future.

After discussion Duane called for a vote and all were in favor of Joan Smith becoming the Senior VP for the 2019-2021 term of office.

**IV. Treasurer’s Report –** none given. Dave Martens is working with Scott Farnes on having an audit done this summer.

**V. Old Business**

**A. Montana Conference Update**- Dave Martens reported that the Billings Conference took place June 17 and was a success and provided the following stats:

* 293 Attendees
* 39 Sessions
* 31 Sponsors/ $51,000 in sponsor revenue
* $6,670 raised for the Yellowstone CoC.

Dave is working the Montana Housing partnership to determine the revenue sharing amounts for each group.

Patti provided additional feedback on the conference planning and indicated that for future conferences MPNAHRO needs to be involved in selecting the location and negotiating the contract.

**B. Poster Contest Results**- Dave reported that the regional poster contest took place in Billings and three winners were selected to compete in the National NAHRO contest. The winners were from the Fargo HA, ND; Boulder Housing Partners, CO; and the Aurora HA, CO.

**VI. New Business**

**A. NAHRO Educational Merit Scholarship-** Duane reported that MPNAHRO did not submit any applications for the NAHRO Merit Scholarships this year and indicated he would like the region to participate in the future. It was agreed that Dave Martens will work with incoming Members Services VP, Zach Guerin, and come up with a plan. Don May indicated he would like to be part of the group working on this. Need to figure out how the national program can interface with the regional Barb Cook scholarship program. It was suggested that we raise funds to bring the winning family out to the summer conference where the scholarships are announced.

**B. Strategic Planning**- Duane reminded the assembled group that committees have been established to work on the three areas that were identified for our workplan at the Strategic Planning Retreat. They are:

1. Conference- work on rotation, financial viability and content. Lori Pacheco to chair

2. Peer to Peer Networking- work on Circle of Six program. Penny Hannegan to chair.

3. Legislative Advocacy- work on improving our advocacy efforts. Don May to chair

Board Members were asked to sign up for a committee which resulted in the following rosters:

1. Conference- Lori Pacheco (chair); Ted Ortiviz; Zach Guerin; Janice Kimball; Phil Bernal, Clarissa Hogart, April Thompson, David Klein, Brenda Strom, Mike Gallegos

2. Peer to Peer- Penny Hannegan (chair); Patti Webster; Leslie Bean; Thomas Jefferson; Revonda Stordahl, Matt Pike, Emily Sander. **NEED TO ADD: Mike Akerlo, Lynell Smith**

3. Legislative Advocacy- Don May (chair); Joan Smith; Lori Rosendahl; Julie Brewen; Diane Hovdestad; Ed Talbot. **NEED TO ADD: Patti Webster, Lori Pacheco, Janice Kimball**

Duane then asked for a committee report from each of the Chairs.

1. **Conference Committee**- Lori Pacheco provided a summary of several conference calls:
2. Wyoming and the Dakotas don’t currently have the capacity to do a reginal conference rotation
3. Montana NAHRO Is working with the Montana Housing Partnership and wants to continue in the rotation. Need to figure out if this is a three or four-year rotation
4. Colorado, Utah and Montana are interested in continuing to host the regional conference
5. Want to incorporate new material and interest groups to conference
6. Include more Community Development
7. Include peer to peer sessions and networking opportunities
8. Consider getting non-participating states to host an event at each regional conference
9. Dave Martens will be investigating location options for the 2020 conference
10. **Peer to Peer Committee-** Penny Hannegan reported that she organized the first peer to peer event for the Boston conference. Participants will go to Fenway Park to watch the Red Sox game in a local tavern. Penny also reported that the Leadership Summit at the Billings conference drew 49 participants and was well received. Colorado and Utah NAHRO each did a Leadership event at their state conferences in 2019. She would like to see more orientation for committee members. The idea of doing a NAHRO leadership happy hour at conferences would be a way to mentor new leaders. Penny was encouraged to work on the Circle of Six idea that was discussed at the Strategic Planning retreat in Denver. Duane mentioned linking IT database to Circle of Six (need more information on this from Duane).
11. **Legislative-** Don May is excited to work on providing more information to Legislators in our region so they can work together to achieve our goals. Discussed doing something different on Congressional Hill visits. There will be another letter writing campaign. Don wants people to download and use the new NAHRO Legislative Application the Tess Hembree has developed.

**VII. Committee/ Task Force Reports-** Duane requested that each committee or task force chair submit a written report of their meetings in Boston which Dave will distribute and post on the webpage.

 **VIII. Next Meeting**- National NAHRO conference in San Antonio, TX in October. Date, time and place TBA.

**IX. Adjournment –**The meeting adjourned at 2:25 p.m.