

Southwest Home Equity Assurance Program

BOARD MEETING MINUTES

February 5, 2018

CALL TO ORDER

Chairman Nice called the regular meeting to order at 6:30 p.m. Chairman Nice asked for a roll call. Commissioner Koczwara took the roll call.

COMMISSIONERS IN ATTENDANCE:

Ray Nice
Chris Koczwara
John Kurtovich

COMMISSIONERS ABSENT/EXCUSED:

Joe Loduca
John Tully

ALSO PRESENT:

Victoria Gaspar, Executive Director
Elsa Bekele, CPA
1 Member of the general public

APPROVAL OF MINUTES

The Commissioners acknowledged the lack of quorum and therefore could not approve the minutes of December's meeting. Approval of those minutes would be up for a vote in April's meeting.

FINANCIAL REPORT

The Commissioners recognized that Commissioner Loduca was absent and therefore referred to Mrs. Bekele to begin discussion on the proposed budget amendment effecting two items from the budget. She provided detail on the line items and the reason for proposed amendment. She went on to explain the process once approved. However, because there was no quorum it could not be voted on and deferred for the meeting in April. Mrs. Bekele then went on to speak on the treasurer's report detailing the rest of the expenses year to date.

CHAIR REPORT

Chairman Nice reminded all Commissioners about attending the National Housing Services dinner on March 13, 2018. It was decided that a table would be purchased. Chairman Nice noted that this year's dinner will be held downtown at the Marriott Hotel and that Commissioners that would like to go should notify Ms. Gaspar.

EXECUTIVE DIRECTOR'S REPORT

Chairman Nice asked Ms. Gaspar to deliver the Executive Director's report. Ms. Gaspar prepared an information packet for the Commissioners detailing the new 2018 amendments to the Home Equity Assurance Act, website count update, maps of the wards visited and a rough draft proposal for a summer youth apprenticeship. She also gave numbers on the Home Improvement Loan Program as well as a summary of improvements being done and an overall general numbers update. She concluded her report by going over a draft marketing strategy and provided updates with local nonprofit organizations in the district.

She also informed the Commissioners of the upcoming Spring magazine.

NEW BUSINESS

None

OLD BUSINESS

Ms. Gaspar discussed a rough draft proposal on the summer youth apprenticeship that the Commissioners can modify or add to for that summer.

ADJOURNMENT

Chairman Nice then asked if there were any further business to be brought before the commission at this time. Hearing none, the meeting was adjourned.

Respectfully submitted,

Ray Nice
Chairman