

BLAINE COUNTY HOUSING AUTHORITY 2013 ANNUAL MEETING MINUTES

Wednesday October 23, 2013 at 5:00 P.M.

Blaine County Annex, 219 1st Avenue South, Hailey, Idaho

Members Present:

Heather Filgate, *Chair*
Chase Hamilton, *Vice Chair*
Rick Davis
Carter Ramsay
Bonnie Moore
Suzanne Miller

Absent:

Linda Johnston

Staff:

David Patrie, *Executive Director*
Bobi Bellows, *Program Administrator*
Nick Quaglia, *Bilingual Community Outreach & Research Specialist Intern*

1. Call to Order/Approval of Agenda

The 2013 Annual Meeting of the Blaine County Housing Authority was called to order by Heather Filgate at 5:08 p.m. A Motion to approve the agenda was made Chase Hamilton and seconded by Rick Davis; motion passed unanimously.

2. Review of seats and terms. Discuss strategy for seats up for renewal.

A brief discussion about how a board seat is filled, the length of commissioner's terms were discussed in general terms. There was a discussion that BCHA Commissioner terms were originally set up to coincide with the BCHA fiscal year. However, the County Commissioners who appoint the BCHA Commissioners, requested that we shift our terms to coincide with the calendar year and BCHA has accommodated that request. There was also clarification that a term is for a seat and not an individual.

There was a specific discussion about the at-large seat held by Chase Hamilton that expires at the end of 2013. Noting that three (3) BCHA Commissioners have less than two years experience with BCHA, the board agreed that if Chase was willing to serve another term his experience and institutional knowledge is an asset the Board would like maintain. Chase agreed and his nomination to continue in this seat will be passed on to the County Commissioners.

Recruitment for board positions, and then how potential candidates are approached for filling a board of commissioners seat was briefly discussed.

3. Nomination/Election of BCHA Officers for FY 2014

A slate of candidates for BCHA Officers for 2014 was presented as follows:

Chair	Heather Filgate
Vice Chair	Chase Hamilton
Treasurer	Carter Ramsay

Suzanne Miller motioned to nominate the slate as presented and Bonnie Moore seconded the motion. A roll call vote was held and passed with all members voting in favor.

4. Discussion of Allocation of FY 2013 Cash Carry Forward

Unrestricted cash at the end of FY 2013 was \$37,114.61. Previous board policy has been to keep three month's expenses in the Operating Reserve. Discussion about this policy ensued in consideration of BCHA's revenue stream changing since this policy was adopted. Heather Filgate suggested the Board discuss two month's reserve. The board discussed with Chase Hamilton advocating to keep less money in reserve and use the balance to spend on programs. Rick Davis noted the continued uncertainty in the economy and his preference to remain conservative. The board progressed toward the conservative policy with the commitment to revisit the operating reserve in the future.

Rick Davis moved to keep three month's expenses (\$36,000) in the Operating Reserve account and transfer the remaining \$1,114.61 into the Community Housing Preservation Fund with the stipulation that the board revisit the cash balance in the Operating Reserve in three months. The motion passed unanimously.

5. Adoption of BCHA regular meeting schedule for FY 2014 to be published.

Motion to Adopt the BCHA regular meeting schedule for FY 2014 to be published was made by Rick Davis and seconded by Chase Hamilton; motion passed unanimously.

6. Adjournment

Motion to adjourn the 2013 Annual Meeting of the Blaine County Housing Authority was made by Rick Davis and seconded Chase Hamilton; meeting was adjourned at 5:36 p.m.

Respectfully Submitted by



Bobi Bellows
BCHA Program Administrator

Approved by



Heather Filgate
BCHA Chairwoman