HOUSING AUTHORITY OF BILLINGS

MEETING OF THE BOARD OF COMMISSIONERS

OCTOBER 26th, 2022, AT 12:00PM

2415 FIRST AVENUE NORTH, BILLINGS, MT 59101

Commissioner Reno Helen Verhasselt Public:

Commissioner Burton Kyle Trafton

Commissioner Hammer

Commissioner Crawford

Commissioner Tusi

Commissioner Herman

1. **Call to Order and Determination of a Quorum**

* Board Vice-Chairperson Reno called the regular meeting of the Board of Commissioners to order at 12:02 PM.
* Chairperson Boos was not in attendance with an excused absence. HomeFront CEO/Executive Director Patti Webster was also not in attendance, attending a professional conference in New Orleans. There was determined to be a Quorum.

1. **Public Participation**

* No public participation.

1. **Approval of the Consent Agenda**

* Vice-Chairperson Reno presented Resolution 1189 – Consent Agenda. The consent agenda included the following:
* Presentation of Current Account Balances, Financial Statements
* Bank Activity Report
* HCV Compliance Reports
* Contract Listing
* Charge Off’s
* September 28th, 2022 - Meeting Minutes
* HUD PHA Summary Report

**COMMISSIONER HAMMER MOVED TO APPROVE RESOLUTION 1189 - CONSENT AGENDA. COMMISSIONER CRAWFORD SECONDED THE MOTION.** *All were in favor, the motion passed unanimously.*

1. **CEO/Executive Director Report**

* Chief Financial Officer, Helen Verhasselt, presented the CEO/Executive Director Report in Webster’s absence.
* Verhasselt provided an update on multiple ongoing development opportunities as described in the provided report. One project includes a non-disclosure agreement.
* Chief Operating Officer Kyle Trafton resigned his position effective November 18th, 2022. The position has not been listed yet as there is still uncertainty on the position to hire.

Commissioner Burton asked for clarification on the 3D printed housing project situation. Verhasselt responded that to her knowledge, the Community Development office of the City of Billings chose another project to award the grant. However, the agency will explore 3D printed housing in future development projects because it’s a quick and efficient housing solution.

1. **Director of Facilities Update**

* No items of business discussed.

1. **Director of Finance**

* Verhasselt reported next month the Board will receive the August, September, and October financial statements for 2022. Still working towards a financial summary document to reduce quantity of paper received.
* Spoke with the auditors yesterday and the audit is on course for completion by the deadline at the end of December. When the audit has been completed, the auditors will be invited to a Board Meeting to present the audit to the Board.

1. **Legal**

* No items of business discussed.

1. **Policy**

* No items of business discussed.

1. **Governance**

* Vice-Chairperson Reno provided an update from the Development Committee. The Development Committee met with Art Space about a possible collaborative development. The project would be an adjustment for both parties as Art Space is also used to owning and managing properties. For this project, Art Space would operate with our agency in a consulting relationship.
* Art Space has been asked to complete an updated feasibility study at their expense.

1. **Call for future discussion and informational items**

* No items of business discussed.

1. **Board Comments and Announcements**

* Commissioner Herman offered an apology to those present for not calling ahead of recent absences. She stated her commitment to her role as a Resident Commissioner.
* Commissioner Herman shared her experience attending the City of Billings Board and Commissions Volunteer Appreciation Dinner.

1. **Adjournment**

* The Board meeting adjourned at 12:27pm.

AYES:

NOES:

ABSENT:

ABSTAIN:

Tom Boos, Board Chairperson **SEAL**

Patti Webster, Secretary of Board of Commissioners Date