



MINUTES OF THE GENERAL BUSINESS MEETING
Embassy Suites, St. Charles, MO
March 16, 2016

President Branham introduced Director Daniel Sherrod with the St. Louis Office of Public Housing to provide updates to HUD programs. She also thanked Director Sherrod and other staff who participated in the Instituting Smoke Free Panel discussion which took place on March 15, 2016 and stated that many wonderful comments had been received regarding that panel and the information provided.

Director Sherrod then addressed the issue of Flat Rents and an OIG audit which found that some authorities are not implementing them correctly. He stated that HUD would be forwarding a lot of technical assistance on flat rents and advised those present that there is a waiver that can be requested if you feel the 80% of published Unadjusted Rent is too high. He did caution members that when doing the comparison for requesting the waiver, a Flat Rent Exception, the comparison property must have the same amenities provided by the requesting authority and he gave examples.

Director Sherrod also reminded members of the math involved in accurately calculating flat rent. The authority will take the published FMR and calculate what 80% of that amount is (i.e. 80% of \$1,000 is \$800). The authority must then subtract their Utility Allowance from that 80% amount and that should be the Flat Rent to be charged. He indicated that the St. Louis Office of Public Housing had begun checking authority calculations and have found errors along the same lines as the OIG audit found. He again stated that technical assistance is forthcoming from their office and that authorities could always send their calculations to them for review, as well as the comparable property they plan to use when requesting a waiver to ensure those meet the standards for requesting the waiver.

Director Sherrod also reminded members that with the appropriations act Congress is beginning to address over-income residents. He stated that Congress is looking at addressing residents who are over-income for a certain period of time and that they are looking at an exception for smaller authorities. The HUD office is working to get accurate information from housing authorities to provide Congress with information regarding the smaller authorities, especially something he is pushing for called a Micro-PHA which would be any authority under 100 units and he feels those need extra relief. He advised members that information from smaller authorities is really needed in this endeavor.

He also stated that the streamlining notice has been out for a bit and encourages all to take advantage of some of those time and money savings remedies. He also discussed the cost savings of some of these remedies and that said savings could lead to the hiring of part time employees.

He also addressed community service and encouraged members to write policies that are advantageous to their authority for saving both time and money. He stated that HUD suggests 30 hours be the limit, however, that number is not mandated. He also mentioned the self-certification and sample audit and suggested that when an authority is already in a file for another reason, look and see if that resident is compliant with the requirements. Director Sherrod indicated this is an easy way to comply with the sample audit requirement without adding extra work on staff. He then stated that HUD will go into PIC to perform their sample audit and if a resident is exempt there should be an indication as to why, such as they are receiving disability payments. He suggested that if a resident is exempt because they receive food stamps and an authority's software allows them to enter the food stamps and then exclude them, do that. This will allow HUD to see why the resident is exempt and cut down on them having to call the authority. He also stated if your software cannot do this that you need to be prepared for those phone calls. He did ask that authority's make sure their 50058's are coded correctly and that they are keeping up with their documentation to be able to answer compliance questions.

Finally, Director Sherrod addressed "Customer Service" and advised those present that if HUD does not have a copy of an authority's ACOP or Admin Plan for Section 8 and Dwelling Lease they must be prepared for a phone call when a resident calls HUD with a complaint. If they have those policies, 9 times out of 10 HUD is able to solve those complaints without having to contact the authority. He stated that in a week they will receive, roughly, between 50 and 100 complaints and they only have to contact the authority when they do not have policies in hand. He went on to suggest that he wants authorities to understand how the HUD office handles complaints and stated that there are always two sides, the authority's and the resident's and that HUD will immediately go to the middle. HUD will call if there is information they do not have and he discussed a current situation Rolla has been dealing with which resulted in HUD backing Rolla's position all the way to President Obama's office.

Director Sherrod was then questioned as to when housing authorities that had recently been re-assigned to the St. Louis Office could expect that office to have their files in hand. He stated that a shipment of about 25 boxes, of approximately 200 that are expected, had just been received. He further stated that if an authority had not been contacted regarding the change that they would be soon and that his office would provide them with the best service they can. He stated that while HUD and an authority probably will not agree much, their office will be fair and understanding that everyone can have a bad day (he said he's been cussed out twice by ED's). His concern is only that authorities are doing what they are supposed to be doing and when that happens he can share that information with his boss. But when an authority stops doing what it is supposed to do then the visits and "nasty-grams" begin.

Director Sherrod then shared that he had a text with a message for Arora Housing Authority, however, they were not present.

He then gave the floor to the membership and asked for questions or things membership would like to see HUD fight for. One member asked if there was anything currently available or in the works to allow authorities to enter into EIV that an Income Discrepancy had been investigated and what was found so that the family does not continue to appear on the report for months following. Director Sherrod indicated he would check to see if there is a way to address this issue and get back with membership. In the meantime, if an authority has investigated the discrepancy he suggests that they simply send an email to their PHRS and to Anita Hagerman letting them know that those on your report have been taken care of. This way, they will know when they run the report that those families have already been addressed.

He was then asked if housing authorities had to go through the public notice and hearing process for implementing changes in Flat Rent. There was a comment that the public notice and hearing process was required for the initial 2014 change in flat rent calculations but that after that it was considered an administrative change and the hearing process was no longer required. Director Sherrod indicated that if an authority had included the wording that future changes are considered an administrative update and not subject to the public notice and hearing process in their policy then the authority would not have to go out for comment. However, if it is not in an authority's policy then the 45 day notice period must be offered prior to the public hearing.

The next member asked if an authority utilizes the tri-annual recertification if that would mean that they would not submit anything into PIC. He said the process will be similar to Flat Rent, in that you can change the annual composition but not the income, i.e. at Miss Mary's recertification you would state that she is still in the program and that her income is the same. Then it was stated that the 9886 is only to verify income and so would not need to be signed if the authority is not trying to verify income. He did state that the authority should have a signed release of their own in the file for anything else that they may try to verify and that all other forms relating to the verification must be still be signed. He clarified that the only thing not verified on the tri-annual is the income, everything else remains the same and that the 9886 would be required if the authority felt a resident was committing fraud.

Donna Dunwoody then began a lengthy discussion about when a resident moves from one public housing program into another, the fact that there is currently no way to have the resident in both programs at once or some type of grace period to allow for the move and that some authority's refuse to "play well" with others is this move process. Director Sherrod stated that the receiving authority should be running the resident in EIV and PIC where they will see that they are in another program, however, that does not always take place. It was then mentioned that when that does not take place and another authority enters a person into PIC with their 50058 it automatically kicks out the current authority and they are no longer allowed to enter adverse information into the EIV system. Director Sherrod advised all that if that happens they should contact Anita Hagerman who can override the system and enter the adverse information for the authority.

Director Sherrod indicated that housing authorities should work together on this issue, and that perhaps MONAHRO can help, because membership does not want HUD forcing mandates on authorities simply because they cannot or will not agree. He then reiterated that authority's must run the EIV/PIC reports to ensure that residents do not just jump from authority to authority and run up large amounts of rent owed to all.

It was then mentioned that some residents legitimately move from one program to another and that it is almost impossible to pack up at one location, spend the night in the car and then unload at the next location the following day. The problem is then that the resident ends up occupying both units for a few days during the move leaving the involved authorities to deal with lost subsidy, incorrect vacancy information and turn-around time delays. Realistic "double-dipping", similar to that allowed in the Section 8 Program, was requested as a way to allow for this transition. Director Sherrod then stated he would work on something similar to Section 8's Settlement Time, where they have 15 days to transition to a new landlord, and that he may call upon members to help see if the idea would work. He indicated he would look at a realistic transition subsidy for in-state PHA to PHA transfers and PHA to Section 8 transfers.

There was then a question regarding the public housing occupancy rate and which authority would have occupancy at the end and beginning of the month. Who takes occupancy or possibly sharing occupancy for a few days are things that Director Sherrod stated he would need to figure out and he then verbalized some possible options. He then further explained those options to those with questions.

He then summarized 3 issues he was taking back to work on:

- 1) A way in EIV to address when income discrepancies have been addressed.
- 2) The flat rent implementation schedule.
- 3) The idea of a transitional subsidy.

It was then stated by one authority that they usually call the other authority and they do not move a resident in without the resident having been moved out of the other authority. It was then stated that not all authority's "play well" with one another in that fashion. Director Sherrod suggested that MONAHRO become involved by coming up with an agreement that directors can use to handle the move-out/move-in situation from authority to authority. He will continue to work on the transitional subsidy idea, however, he stated it would be more beneficial for housing authorities, possibly with the help of MONAHRO, if they could work something out amongst themselves.

This then led to a discussion regarding the software some housing authority's use that does not allow them to transmit anything into PIC until the end of the month. Director Sherrod then stated he would ask Anita Hagerman if there was a way an "Eviction Warning" could be entered into EIV so that authorities can know if a resident is being evicted. And he again reiterated that housing authorities must run the EIV reports. It was also mentioned by one member that they go straight to the housing authority where the resident is coming from to see if they are in good standing. Another then mentioned that they check every applicant in PIC, even if it does not say the applicant has been in subsidized housing previously. Director Sherrod then stated if an authority runs an

applicant in PIC who states on the application that they have never received subsidized housing and PIC says they have, that is an automatic denial for providing false information. He then stated that if authorities wanted it to be a HUD mandate that social security numbers be run prior to admittance he could do that, at which time several members stated they thought that was already a mandate. He then clarified that HUD requires third party verification through UIV and if part of an authority's policy does not include PIC, it should. Running of the social security number is not mandated but can be. The general consensus was to not ask for more mandates and again, Director Sherrod suggested that authority's work together and that perhaps MONAHRO could help in some way.

Director Sherrod then finished by advising members that if they are the victim of another housing authority moving a resident into their program without first running that resident through EIV or UIV they can send him an email. He will then send a letter advising the offending authority that they are in violation of the UIV requirement. He will have them move the resident out and send them back to the originating authority. All were hopeful that this step might help.

President Carol Branham called the meeting of the general membership to order. She stated to all present that she is very pleased that they chose to stay for this final meeting.

President Branham then mentioned that there was a sign-up sheet being passed around for a record of attendance and appointed Donna Dunwoody to serve as parliamentarian.

OFFICER REPORTS

TREASURER: Karen Chaney
See attached financials.

Karen Chaney stated that her treasurer's report is through January 31, 2016 and there is currently a fund balance of \$180,759.03. The last report was through August 31, 2015 when the fund balance was \$168,180.93. There were deposits of \$52,423.17, earned interest of \$114.74 and disbursements of \$39,959.81. She reported that the profit for the Maintenance Conference was \$11,928.00 and for the Fall Conference was \$16,855.00. She then stated that a budget with an annual loss of \$30,662.00 is being presented. She advised members that last year's profit was \$18,725.00 and that most of the budgeted loss comes from travel expenses which are not normally used but must be budgeted. The income for each meeting was amended, in the Executive Board meeting, from lower numbers to \$10,000.00 for each meeting. She also advised members that the Financial Workshop is budgeted to break even.

Karen stated that the Executive Board had approved the loss budget and concluded her report by making a motion that it be accepted. Her motion was seconded by Anita Kennedy. President Branham then called for discussion and advised membership that this motion was just to approve the treasurer's report, not the budget. She further stated that the vote on the budget will come later on the agenda. She then called for a vote and the membership approved the treasurer's report.

SENIOR VICE PRESIDENT: Bob Rorah

Bob Rorah stated that he felt, having attended MONAHRO Conferences for the last fifteen years, that this was one of the most organized, professional conferences he had attended. He was pleased with the communication with the HUD staff, stated that the offered sessions were very good and that attendance was the best it had been in quite some time. He is hopeful that this might continue and thanked all present for attending.

PRESIDENT: Carol Branham

President Branham stated she would hold her comments until a later portion of the meeting.

President Branham then called for a motion to accept these reports. Anita Kennedy made said motion and it was seconded by Jill McGowan. President Branham then called for a vote and the membership approved the reports.

STANDING COMMITTEES

COMMISSIONERS: VP Donna Dunwoody

This committee shall serve to broaden the constituency supporting the goals and objectives of the Association, support programs to expand the skills of commissioners to effectively discharge their responsibilities, and work with staff, leadership and membership at all levels of the Association in fulfillment of these purposes.

See attached report.

Donna Dunwoody stated that commissioners were to meet Monday morning, however, none were present during this time. There are commissioners who have previously served on this committee and she will be contacting them in an effort to recruit new committee members. She advised membership that if they have commissioners who would be interested in serving MONAHRO in this manner to please let her know. She also stated that her committee asks commissioners their topics of interest and sometimes they are able to give some but other times they are not. She asked that if members know of topics that commissioners want or need training for to also let her know that.

Donna also stated that she had met with President Branham and that they had discussed the Train-the-Trainer program. She asked if anyone present was trained in that program or knew of anyone who was. No one indicated they were or knew anyone. She then asked membership if they felt it would be beneficial to their authority's to bring commissioner training to their regional areas and several indicated it would. She then stated she will pursue the matter further.

COMMUNITY REVITALIZATION AND DEVELOPMENT (CR&D): VP Matt Moran

This committee address's program areas and recommends action to the Corporate Board regarding Community Revitalization and Development issues and the effective representation of the membership's interest therein.

See attached report.

Matt Moran asked if anyone attended that meeting, stating he had misunderstood the time and wanted to apologize to anyone if they had tried to attend. No one indicated they had done so. He stated that he had an unofficial meeting with President Branham, Vice President Bob Rorah and Darrin Taylor and that he had shared some thoughts about what he might be able to do with CR&D over the next couple of years. He did not put much together for this conference but stated that the Southwest Chair was very good at putting information together and sharing it with other states and he plans to get into the habit of sharing that with membership. He also plans to begin outreach efforts to agencies around the state to get commitments to the CR&D committee and really start planning a course for the State of Missouri.

He did comment that there were a couple of sessions for this conference that were in line with his committee's task, one of those being the RAD session. He stated that the presentation was similar to what has been seen in the past but that it is good to be able to see what Columbia Housing Authority is experiencing with their conversion. He also mentioned the session on Affirmatively Further Fair Housing (AFFH) and that there is much confusion at this point as to what an authority will be required to do. He stated the session was successful in getting attendees to think about the tool and what they need to start doing. He also stated that this was discussed in his meeting with those listed above and that there is great opportunity for authority's to partner with their local communities in completing these tools, which could be helpful in just the paperwork aspect but might also reveal unknown funding opportunities to the authority.

HOUSING: VP Katrina Wolfram

This committee address's program areas and recommends action to the Corporate Board regarding but not limited to, program dollars, legislation, regulations, administration at federal, state and local levels and the effective representation of the membership's interest therein.

See attached report.

Katrina Wolfram stated that 12 members were present for this committee meeting and discussion included over housing of Section 8 families, the recapture of funds and the CRCC federalization of dollars, pet policy and deposit, occupancy action plan, smoke-free policy and enforcement, bed bugs, over income tenants and raising the threshold of the Davis-Bacon wage requirement which is going on to the Southwest level during their June conference. She stated that the committee does have the support of the Executive Board on this issue. She stated that Darrin Taylor visited the meeting and discussed the Affirmatively Furthering Fair Housing Tool (AFFH). President Carol Branham and Senior Vice President also visited and discussed the Washington DC trip. And lastly they discussed the flat rent exceptions.

Katrina then stated to President Branham that, as a new Vice President, Katrina feels that President Branham is an awesome president and that she could not ask for better to work under. She further stated that this conference has been great and that she gives President Branham the credit for that.

MEMBER SERVICES: VP Pattie Preston

This committee shall serve the general and special interests of the members which cut across program and professional lines; represent the special interest groups within the membership, including but not limited to minorities, commissioners, and women and shall work to coordinate supportive products and services rendered by the Association such as conferences and conventions, workshops and seminars, publications, representation and such related matters, and shall be responsible for maintenance of and accurate Chapter membership roster and the solicitation of new members.

The Awards Committee is responsible for reviewing the Awards application for any revision. Review submitted Awards application and create a timeframe for judging and submission of committee member selections and rankings. The Awards Committee is sub-committee of the Member Services Committee

See attached report.

Pattie Preston stated that 8 members were present for this committee meeting and they were excited to see some new faces. They discussed the state basket for the Southwest Conference coming in June, specifically that they want to tag on to the theme of "Traveling Missouri" and their theme will be "Travel the Heartland". They are hoping to obtain some Royals tickets, hotel stays and such and asked if any of the membership could help with items for the basket they would appreciate it. They will be using a suitcase as the basket to go along with theme but also to make it easier to transport home for those that will be flying in for the conference.

They discussed encouraging participation, not only in the conferences but also in the awards part. She stated that there are several awards but that participation in those has lessened over the years. They are looking at ways to encourage agencies to submit award applications, one being to send out reminders for the Curb Appeal entries while everything is blooming. They did judge the applications they have for this year and those will be presented at the May Workshop.

They also discussed ideas for "ice breaking" activities in the hospitality room. Space there is often limited and they are requesting input from membership as to what they would like.

PROFESSIONAL DEVELOPMENT (PD): VP Anita Kennedy

This committee shall focus on the general and specific areas of career identification, training and education, certification and credentialing, and the professionalization of the members engaged in such job opportunities.

See attached report.

Anita Kennedy stated that there were 13 present for this committee meeting and they had 2 visitors, which she was very excited about. She stated that they reviewed the April Financial Workshop and encouraged all who have not registered to do so. She also advised membership that the registration and agenda for that workshop are included in the material for this conference. She noted the price and duration and stated that the group would be small so one-on-one guidance should be provided. They made some final tweaks on the May Workshop which will be held in Branson, Missouri.

They also discussed the Maintenance Conference and officially made maintenance a sub-committee of Professional Development so they can receive more support with their needs. They also discussed the Commissioners Committee meeting and then providing their needs to PD as a support for them as well.

She stated that President Branham and Senior Vice President Bob Rorah came to the meeting and thanked the members for all their hard work and patted them on the back.

SITE SELECTION: VP Anita Kennedy

The Site Selection Committee is responsible for making recommendations to the Executive Board for the City for future MO NAHRO Meetings.

See attached report.

Anita advised the membership of the following selections:

2017 – Spring Conference	Independence
May Workshop	Branson
Fall Conference	St. Charles
Maintenance Conf.	Springfield

2018 – Spring Conference	St. Charles
May Workshop	Branson
Fall Conference	Independence
Maintenance Conf.	Independence

They discussed the dates for meetings not beginning on Monday, especially for smaller housing agencies who do not want to be away from the office. She stated that she realizes they put a lot of constraints on the dates with not wanting the first of the month, the end of the month, etc., but that it is difficult for smaller agencies to not be in the office immediately following a weekend.

She also stated that Eugene Rudder, from National NAHRO, joined their committee meeting as a visitor and thanked them for supporting National NAHRO and their efforts at bringing a lot of training to Missouri. The committee thanked National NAHRO for coming. She then stated that members may not realize how much it costs to go to National NAHRO to be trained and that members and staff can come to a MONAHRO conference and be trained, by those same individuals, for just the cost of the test. The price of \$750 or more was mentioned and Anita suggested this is a huge opportunity for members and their staff to gain training at an affordable cost.

Her committee also discussed that several members have expressed their desire to have more round-table discussions. The thought is that this allows for better discussion from participants and may not be as intimidating to new members as the larger sessions can be. She stated that she had heard

several positive comments on the round-table regarding the Smoke-Free issue that was held yesterday, with written questions, and she is hopeful to continue that effort with different subjects.

She stated that Michael Bishop from Independence was unanimously nominated to serve as the Vice Chair for this committee and this will make for smoother transition when she leaves the VP position. Melissa Lynch from Morehouse agreed to be the secretary. Anita ended her report by asking membership to attend her committee meetings.

President Brahman then mentioned that she attended last year's Maintenance Conference and stated that what came out of that meeting was maintenance wanted more of a voice in determining what sessions to offer during their conference. She also stated that it was an excellent conference and that a lot of good feedback had been received.

President Branham then requested a motion to accept all standing committee reports. Belal Hassan so moved and it was seconded by Mona AuBuchon. President Branham then called for a vote and the membership unanimously approved the motion.

OTHER REPORTS:

LEGISLATIVE: VP Bob Rorah

The Legislative Committee shall serve as forum for the exchange of knowledge, ideas and experience; facilitate effective relationships among all levels of government in the development and implementation of housing, community and economic development programs and responsibilities; and cooperate and collaborate with other agencies, associations and groups both public and private, having similar or related purposes.

See attached report.

Bob Rorah stated that 18 members were present for this meeting and that they had three new attendees; Alan Hampton from West Plains, Michael Bishop from Independence and Belal Hassan from the Boone County Housing Authority. He stated that President Branham visited the meeting and presented a tri-fold brochure for membership to use when state representatives or their staff come to local communities. He further stated that the brochure coincides with the NAHRO National agenda, in a condensed form, and it will be used by those traveling to Washington for that conference. He then noted a few of the items listed in that brochure. Bob also stated that Hattie has scheduled meetings for membership traveling to Washington for Monday and Tuesday of the week of travel, April 11-13.

He then stated that Katrina Wolfram gave the Housing Committee Report similar to what she had just given and that he gave a report on the legislative matters in the State of Missouri. He further indicated that many may have received emails from him regarding the current legislative matters and that last week's filibuster has basically made it so that none of the legislation will go through. He briefly explained the filibuster and stated that it effectively stopped all other legislation from being reviewed.

Bob then stated that he and President Branham have decided to compose a “sign-on” letter for the SHARP bill. He advised membership that there is one Representative currently sponsoring the bill and MONAHRO is making efforts to get more sponsorship. The letter will be for those in the 4th District where they are trying to gain that sponsorship and there will be a meeting in Washington to further those efforts.

SCHOLARSHIPS: VP Rhett Ehlert

See attached report.

The Scholarship Committee is responsible for reviewing the Scholarship application for any revision. Review Scholarship application and create a timeframe for judging and submission of committee member selections and rankings.

Rhett Ehlert advised membership that his committee met Sunday evening and that they were joined by President Branham who expressed her thoughts regarding the direction she would like to see the committee take. He stated that she is doing something he has not known any other MONAHRO President to do and that is to have a “President’s Project” and she has chosen that to be the scholarship committee. He stated that her husband makes stained glass pieces that could be auctioned with the proceeds going into the scholarship fund. The committee discussed this idea and they will be moving forward with it.

He stated that this year’s scholarship applications were reviewed during this meeting. There was one resident application received and seven dependent applications and the committee awarded the top winner of each category with a \$2,000 scholarship. He further stated that MONAHRO is obligated also for \$1,000 to each of last year’s recipients.

Rhett then briefly explained to membership that the committee is making efforts to see the scholarship fund become endowed in the future.

He asked membership to look at their residents and encourage those eligible to apply. He understands that authorities are very busy but stated that the scholarships awarded are some of the best in this area, with the recipient receiving \$2,000 in the first year and \$1,000 in the second year. He is hopeful that staff will be able to push more residents to take advantage of this opportunity.

SERVICE CONTRACT OFFICER: Shelli Scrogum

See attached report.

Shelli Scrogum advised membership that she had passed her report out and that she had extras if anyone needed one. She stated that 116 members pre-registered for this conference and that with membership, vendors and speakers there was a total of 151 in attendance. That is approximately 30 people over what attended the last conference so she thanked membership for their patience in dealing with tight spaces. She further stated that there was one conference sponsor, John Morris Equipment & Supply, who donated \$500 for the hospitality suite and that 4 ads for the program were sold for \$150.00.

Shelli reported that 12 people had registered for the April Financial Workshop and that she was hoping to get that to 40. She advised membership that this is an excellent opportunity to get some financial training and that the cost is only \$50. She also stated that the hotel cut-off of March 25 is quickly approaching and encouraged membership to make their reservations.

She reported that there are currently 108 paid agency members leaving 18 unpaid members and there are 18 affiliate members, 9 of whom have purchased website ads in addition to their membership. The total collected for dues is \$18,000.00.

Shelli reported that with the end of the quarter will come a MONAHRO newsletter and that several ideas for items to include had been gained from this conference. She encouraged officers to submit their reports to her office and also encouraged membership to send any article of interest they would like included.

She stated that the registration and agenda for the May Workshop was in the conference program and that conference is pretty much set, aside from a few changes made during this conference. The workshop will be at the convention center in Branson, Missouri and Shelli mentioned to membership that it is very important that room reservations be made prior to the cut-off date as we will not get any extension at this location. She also advised membership that if they are to make reservations and then need to cancel them to not do so through the hotel. She asks that her office be contacted and given the information so that if someone who did not get in under the block may have a chance to do so. She advised membership that once the room is cancelled it leaves the block and cannot be added back. She stated that Molly or Hattie would be able to take care of the cancellation for the member if no other member is in need of the room. She also stated that if membership has difficulty in making the reservations they may contact Molly or Hattie for assistance with that as well. Shelli asks that membership use her staff as needed, they have had several comments that "I didn't get this or that" and if membership will contact them, they will fix it.

She ended her report by advising those present that her office is available for membership if there are comments, questions, concerns, etc. and to feel free to contact them.

President Branham then requested a motion to accept these reports. Anita Kennedy so moved and it was seconded by Bob Rorah. President Branham then called for a vote and the membership unanimously approved the motion.

OLD BUSINESS

None.

NEW BUSINESS

President Branham stated that, while this should have been addressed in September, the new officer's began the fiscal year in October with a budget not yet officially approved. She called attention to the budget, which Karen Chaney provided to those present (see attached), and stated her reaffirmation that she is not accustomed to approving a negative budget and that she had heard gasping from members in the audience when that document was presented. She stated that this is a living document and that the Executive Board's goal is to look at the budget on a monthly basis to ensure that the organization does not end the year with a negative balance. She also reminded membership that last year's budget was negative but the year was finished with \$18,725.00 in the positive. There are line items in the budget for travel that historically have not been completely used. President Branham advised membership that the Executive Board did approve this budget during their meeting and stated that she is asking for their consideration of the same.

President Branham then requested a motion to approve the budget. Mona AuBuchon so moved and it was seconded by John Morrisey. President Branham then asked for discussion and advised membership that monthly reports are received from the new fee accountant, which has been very good for MONAHRO, and that if there is ever a question and someone would like to see that to please let her know. She further stated that MONAHRO is member driven and strives to be very transparent and the Executive Board is here to work with and for the membership. She again asked for discussion, there being none she called for a vote and the membership unanimously approved the motion.

She then called for miscellaneous matters for the good of the order from the audience. There being none President Branham thanked those present for their attendance and patience and stated that she is energized by membership participation. She asked that if there are issues among membership that we handle those gently and professionally because we cannot be out of sync with each other. Members may need to agree to disagree, but the Executive Board feels we need to validate and be accepting and professional toward one another. She asks membership to bring to her attention anything they see her doing that is less than professional or something she needs to articulate better. She continued with a brief discussion to membership regarding the amount of behind the scenes work it takes to ensure the success of these conferences and thanked membership and Shelli and her staff.

Anita Kennedy then mentioned that she received PD from someone else who, in the past, had concern regarding getting good speakers to attend the conference only to have 5 people attend the session and that she had shared that concern. However, she indicated that sessions for this conference were all full and she thanked membership for their attendance. President Branham then stated the whole momentum has given MONAHRO a good start for the new year.

President Branham then officially adjourned the meeting and turned it over to Member Services for the prize drawings.

Minutes approved: _____

President Signature

Secretary Signature

DRAFT