

**Gunnison Valley Regional Housing Authority**

Regular Board Meeting Minutes

September 13, 2017

202 E. Georgia Avenue, Gunnison, CO 81230

3:00 pm

**Members Present**

Kelly McKinnis, (President) Gunnison County joined 3:25  
John Messner; Gunnison County  
Ellen Harriman; City of Gunnison  
Jim Schmidt; (Secretary) Town of Crested Butte  
Carlos Velado; (Vice President) Town of Mount Crested Butte  
Matt Feier; (Treasurer) County-at-Large  
Michael Yerman; Town of Crested Butte  
Jim Gelwicks; City of Gunnison

**Staff Present**

Jennifer Kermode, Executive Director, GVRHA  
Shannon Frias, Program Manager, GVRHA

**Call to Order**

Carlos Velado called the meeting to order at 3:00 pm.

**Public Comment**

There were no public comments made.

**Consent Items**

Jim Schmidt moved to approve the consent agenda. Ellen Harriman seconded. The Board unanimously passed the consent agenda.

## **Administrative Items:**

### **2016 Draft Audit**

Jennifer Kermode informed the Board that GVRHA audit was filed on August 31, 2017. Jennifer stated that there were no concerns regarding the audit and opened it up for discussion from the Board. There was no discussion regarding the audit. Ellen Harriman moved to adopt the 2016 audit. Michael Yerman seconded. The Board unanimously agreed to adopt the 2016 audit report.

### **GVRHA Anti-Discrimination Policy**

Jennifer Kermode explained to the Board that GVRHA needed to have an anti-discrimination policy to move forward in applying for grants for the HEAT program. Michael Yerman moved to approve the GVRHA Anti-Discrimination Policy after a few grammatical changes. Jim Schmidt seconded. The Board unanimously approved the GVRHA Anti-Discrimination Policy with the grammatical changes.

### **Update of GV-HEAT Program**

Jennifer Kermode explained to the Board that she met with Andy Tocke today regarding the HEAT program. Mr. Tocke has been performing energy assessments in the county for many years. He was asked if he would come on board as an assessor for the HEAT program. Andy is considering that proposal.

As of today, 9/13/2017, there have been 10 applicants for weatherization through the federal weatherization program. Six have qualified and three were scheduled for assessments today.

\*Board President, Kelly McKinnis took over the Board meeting at 3:25 pm

The Housing Foundation and the Kresge Foundation have both been approached for a \$20,000 grant for the HEAT program.

### **GVRHA "Housekeeping"**

An invoice for Butler and Snow was received by GVRHA for the ballot initiative. Payment has been made

An independent CPA, Kent Fulton, has entered into an independent contractor agreement with GVRHA. Kent Fulton will perform CPA functions (versus bookkeeping) for the Authority and Anthracite Place, to include bringing Anthracite up-to-date in QuickBooks.

Jennifer Kermode asked the Board if the October 11th Board meeting could be changed from 3:00 pm to 9:00 am in Crested Butte. The GVRHA staff is planning to attend the Housing NOW conference in Vail which begins the afternoon of the 11<sup>th</sup>. The Board agreed to change the October 11<sup>th</sup> Board meeting to 9:00 -11:00 am.

Jennifer Kermode informed the Board that the computer lease that GVRHA had with Hewlett Packard expired in October 2016. Jennifer requested a buyout quote from HP. The buyout quote was \$1100 and Jennifer is going to move forward to purchase the computers.

Karl Fulmer contacted Jennifer Kermode after the closing of APA and requested his last payment for his APA bonus. Jennifer stated to the Board that she would not write a check in that amount without consent from the Board. The Board agreed that the contract with Karl Fulmer states that he would receive the last payment after closing. Jim Schmidt moved to approve writing the last check to Karl Fulmer to close out the agreement. Ellen Harriman seconded. The Board approved writing the check, unanimously.

### **Adjourn**

Kelly McKinnis moved to adjourn the meeting at 4:40 pm. Michael Yerman seconded.

Minutes prepared by: Shannon Frias

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Shannon Frias, Housing Program Manager

Approved on \_\_\_\_\_

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James A. Schmidt, Secretary