

MEETING MINUTES
ROWLETT HOUSING FINANCE CORPORATION
Board of Directors' Meeting
Wednesday, March 14, 2018 – 1:30 p.m.
Main Conference Room, Rowlett City Hall
4000 Main Street, Rowlett, Texas 75088

1. Call to order

The meeting was called to order at 1:30pm. Present were Rick Sheffield, Barbara Holst, Patty Said, Dusty Clem, and David Berman. Bruce Hargrave joined the meeting in progress.

2. Consider and take action to approve the minutes of the January 24,2018 meeting.

Motion was made by Dusty to accept these minutes; second by Barbara. The Motion passed unanimously.

3. Presentation of Treasurer's report.

Dusty presented a spreadsheet to the Board detailing the Main account balance with deposits and expense transactions.

4. Discuss and take action on a policy to maintain a minimum balance in the HFC account.

Motion was made by Patty to maintain a minimum balance of \$150,000 in the main HFC account in cash. Second by Bruce. In favor Dusty, Bruce, Patty, and Rick. Barbara abstained. The Motion passed.

5. Discussion on coordination for the Scentral Bark opening event on March 17, 2018.

Banner made, 100 flyers printed for Savannah, 100 flyers printed for SETH program. Bruce will bring table, tent, and chairs. Bruce and Rick will cover 10am-12pm, Barbara and Patty will cover noon-2pm.

6. Discussion on coordination for the Senior Health Fair on Tuesday, April 10, 2018, 9am-noon.

Update flyers to be more reader friendly. Bruce can cover until 11am, Barbara will stay to the end. Dusty will come late. Rick will set up laptop with looping photos and ability to sign up for Savannah website.

7. Discuss and take action on identifying members to attend the NALHFA Annual Meeting in New Orleans, LA from May 9-12, 2018.

Barbara, Bruce, and Rick will attend. RISE may pay for NALHFA conference expenses.

8. Discuss and take action on identifying sponsorship opportunities with TALHFA and NALHFA.

Barbara made a motion to become a One-key supporter in the 2018 TALHFA conference, second by Dusty. The motion passes unanimously.

9. Discuss cluster housing proposal.

Rick presented information about cluster housing. Ron and Rick had an initial meeting with Brian Funderburk, City Mgr., about City owned, non-park property. 12 parks are active out of 27 parks total.

10. Discuss rollout meeting for the SETH 5 Star program.

Tried to reach Rhonda Mitchell with SETH. April 3rd @ 3:30-5:00pm could meet with us to bring training materials. We could serve snacks and drinks.

11. Discuss coordination role with Jim Shaw and RISE and take action on a travel request to meet with Jim Shaw in Austin.

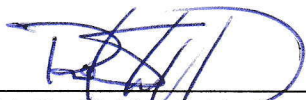
Rick wants to meet with Jim in Austin to discuss partnership agreement and other documents. Dusty made a motion for Rick for travel expenses, second by Barbara. The motion passes unanimously.

12. New/Other business

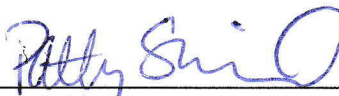
- Rick had meeting with the Fishers about reporting requirements. Texas Seniors Rise, LP Tax filing was due Feb. 15th for partnership. This is an annual return. We need calendar of principles and their responsibilities by entity.
- Chamber meeting Thursday mornings at Opa's. Go to a couple and introduce ourselves prior to presentation.
- Rowlett MLS meets first Thursday each month at Deno's. Rick will reach out to do a program on our SETH program.
- Possibility of sponsorship for Rotary Golf Tournament in May 2018 at Waterview. No majority interest.
- City Academy graduation April 26th potential for 3 minute presentation.

13. Adjourn 3:52pm

Rick adjourned the meeting at 3:52pm.



Rick Sheffield, President



Patty Said, Secretary

Date approved: _____

4/24/18