

NHLWAA
Executive Board Committee
Minutes
August 2, 2018

Present: Dana Brien, Pat Murphy, Liz Sayre, Marilyn Ceriello Bresaw, Robert Mack, Lena Nichols, Karen Emis-Williams, Denise Grieg, Suzanne Carr, Charleen Michaud

Pat called the meeting to order at 9:30am

Minutes:

Motion by Bob, second by Denise to approve. Approved.

Treasurer's report:

Balance of \$26,970.82. Motion by Liz, second by Lena to approve. Approved. Discussion included vague expense detail – Board is looking for more detail that explains actual expenses vs. general statements and more deposit detail. Is it registration fees, membership fees? Each month should be listed separately.

Executive Board:

1. Next meeting 9/20/18 9:30am NHMA guest will be Nicole Robbins Bureau of Housing Support.
2. Vacancy by Jill Jamro – Pat nominates Susan Drew from Milford to finish Jill's term, second by Charleen. Approved.
3. Charleen has asked Mark to return 10/18/18 with Christine Tappan. Issued re: client services – on hold for more than 20 minutes.

Committees:

1. By-Laws Denise reported that Kate Fuller from DTC is reviewing document and the tax issues have not changed - do we want to make it simpler? We should have a response from her soon. No changes re: "elections and term limits of officers. Limit of 3 consecutive terms for any officer. Primary areas of change:
 - a. dissolution language
 - b. surety bond
 - c. audit review vs. audit committee – independent review.
 - d. Should we have D&O Insurance?
 - e. ConflictPat would like to keep the language as simple as possible
2. Nominations: Liz reported current list of officers and terms. Should we have staggering terms for officers? Sue Benoit and Liz are resigning. Susan Drew will be added. BJ has expressed interest and has offered to secretary and/or be on training committee. Trish Caruso of Allentown is also interested in the executive committee. Pat will ask each one to confirm. Slate of proposed officers could be:
President – Pat Murphy
Vice President – Charleen Michaud
Treasurer – Ellen Tully

Secretary – BJ Parker

Vice-Secretary – Denise Grieg

Pat will confirm Sue's transition to Ellen.

Also discussed – Executive Board members should chair committees, and committees can be made up of other Executive Committee members and general members.

Suggested committee composition:

Nominating – Bob, Denise, Lena

Training – Todd, Dana, Charleen

Legislative – Suzanne, Karen

Financial – to be appointed in November and consist of the treasurer and three members – Lena, Bob, Marilyn

3. Ethics Committee – no updates

Conferences:

1. Sept., Feb. or Apr.- NAMI – Mental Health First Aid. Discussion about having them do a professional program/training in April. Conclusion that no motion to authorize is needed at this time since Pat is exploring what the program could be. She is attending training on 8/30/18.
2. Sept. meeting – Liz will call NHCADSV re; legal consequences and expectations. PM could be tips and techniques regarding burials, how to set up all allowances for GA Guidelines.
3. November – Annual Meeting. Elections; Tenant Rights and Responsibilities with NHLA; Income Tax Support with Cary Gladstone or maybe UNH program

DISCUSSION:

1. Pat received a bill from NHMA for \$856.06 – consensus for her to ask for breakdown of actual costs since NHLWAA has already paid some of the costs for June conference.

Motion by Dana, second by Charleen to adjourn at 11:40am. Approved.

Elizabeth C. Sayre

NHLWAA Board Secretary