

**NOTICE OF ANNUAL MEETING OF THE
WASHOE HOUSING FINANCE CORPORATION
BOARD OF TRUSTEES**

TO TRUSTEES: Dave Aiazzi, Vice President
Mayor Hillary Schieve
Barbara Wilhelms

MEETING DATE: **Tuesday, October 26, 2021**

TIME: **12:20 p.m. (Approximately)**

To help prevent the spread of COVID-19 and for health and safety concerns, all persons in attendance, whether fully vaccinated or not, will be required to wear a face mask while present at this meeting. Persons wishing to provide public comment may participate during the scheduled meeting by commenting in person during the course of the meeting, via teleconference, or address their comments, data, views, arguments in written form to Amy Jones, Executive Director, Housing Authority of the City of Reno, 1525 East 9th Street, Reno, NV 89512-3012, Fax: 775.786.1712; e-mail address: Ajones@renoha.org. Written submission should be received by the Board on or before, October 25, 2021, by 5:00 p.m., in order to make copies available to Trustees and the public.

Below is the agenda of all items scheduled to be considered. At the discretion of the president or the Trustees, items on the agenda may be taken out of the order; the Trustees may combine two or more agenda items for consideration, and the Trustees may remove an item from the agenda or delay discussion relating to an item on the agenda at any time. The public is advised that one or more members of the Trustees may participate in the meeting via telephone.

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1. Call to order and roll call.
 2. Receive introduction of guests.
 3. Public Comment. Public comment, if any, must be limited to any item on the agenda which is listed as an item for action by the Trustees. Comment from the public is limited to three minutes per person, under these items.
 4. Approval of agenda. (For Possible Action)
 5. Approval of the minutes from the annual meeting held October 27, 2020. (For Possible Action)
 6. Appointment of new trustees. (For Possible Action)
 7. Nomination and election president, vice president, and secretary/treasurer. (For Possible Action)
 8. Additional items:
 - i) General matters of concern to Board Trustees regarding matters not appearing on the agenda. (Discussion)

- ii) Old and New Business. (Discussion)
- iii) Schedule of next meeting. The following dates have been scheduled in advance but are subject to change at any time: October 25, 2022. (For Possible Action)

9. Public Comment. The opportunity for public comment is reserved for any matter within the jurisdiction of the Board. No action on such an item may be taken by the Board unless and until the matter has been noticed as an action item. Comment from the public is limited to three minutes per person.

10. Adjournment. (For Possible Action)

This meeting is accessible to the hearing impaired through the RHA TTY/TDD/voice phone line (385) 770-7166. Anyone with a disability, as defined by the Americans with Disabilities Act, requiring special assistance to participate in the meeting, may contact the Board of Trustees at the following address, at least five days in advance of the meeting in order to make arrangements, if possible, for reasonable accommodations that would enable participation in the meeting by contacting Kathleen Merrill, Executive Administrative Assistant, Housing Authority of the City of Reno, 1525 East Ninth Street, Reno, Nevada, 89512, or by calling (775) 329-3630.

This agenda has been posted at the Housing Authority of the City of Reno Administrative Office, 1525 East Ninth Street; and further in compliance with NRS 241.020, this agenda has been posted on the official website for the Housing Authority of the City of Reno www.renoha.org and the State of Nevada Public Notification website <http://notice.nv.gov/>.

According to the provisions of NRS 241.020(5), a copy of supporting (not privileged and confidential) material provided to Trustee members may be obtained upon request made to: Kathleen Merrill, Executive Administrative Assistant, Housing Authority of the City of Reno, 1525 East Ninth Street, Reno, Nevada, 89512, or by calling (775) 329-3630. Copies of supporting (not privileged and confidential) material provided to Trustee members may be obtained at the aforementioned address.

Dated October 12, 2021

By: 
Kathleen Merrill
Executive Administrative Assistant

AGENDA ITEM SUMMARY – October 26, 2021

Item Number: 5

Subject: Consider approval of the annual meeting minutes held October 27, 2020. (For Possible Action)

From: Secretary/Treasurer

Recommendation: Approve

MINUTES OF THE ANNUAL MEETING
BOARD OF TRUSTEES
WASHOE HOUSING FINANCE CORPORATION
October 27, 2020

The annual meeting of the Board of Trustees of the Transitional Housing Corporation (THC) was called to order by Chairman Scott at 1:01 pm on Tuesday, October 27, 2020. Pursuant to Governor Sisolak's March 22, 2020 Declaration of Emergency Directive 006, the requirement contained in NRS 241.023(1)(b), that there be a physical location designated for meetings of public bodies where members of the public are permitted to attend and participate, is suspended in order to mitigate against the possible exposure or transmission of the COVID-19 (Corona Virus). This meeting was held by video/telephone conference.

Trustees Present

Dick Scott, President
Mark Sullivan, Vice President
Mayor Hillary Schieve
Barbara Wilhelms

Trustees Absent

Staff Present

Amy Jones, Executive Director
Chuck Zeh, Legal Counsel
Mishon Hurst, Deputy Executive Director
Heidi McKendree, Director of Rental Assistance
Maribel Martinez, Director of Asset Management
Matt Robinson, Director of Development
Ryan Aeschlimann, Director of Administration
Cathy Steed, Elderly Services Administrator
Brent Boynton, Community Outreach Coordinator
Linda Long, Accountant
Brenda Freestone, WAHC Contract Administrator
Samantha Arellano, IT Manager
Kathy Merrill, Executive Administrative Assistant

Staff Absent

Others Present

Dave Aiazzi, Commissioner Reno Housing Authority

There being a quorum present, the order of business was as follows:

1. **Call to order and roll call.**

2. **Receive introduction of guests.**

No guests were present.

3. **Public Comment. (Public comment, if any, must be limited to any item on the Agenda which is listed as an item for action by the Board. Comment from the public is limited to three minutes per person, under these items.)**

There was no public comment.

4. Approval of the agenda. (For Possible Action)

Trustee Wilhelms moved to approve the agenda posted October 22, 2020. Vice President Sullivan seconded the motion. Hearing no further discussion, President Scott called for the question. The vote was all ayes and no nays. President Scott declared the motion carried and the agenda approved.

5. Approval of the minutes of the annual meeting held October 22, 2019. (For Possible Action)

Trustee Wilhelms moved to approve the minutes of the annual meeting held October 22, 2019. Vice President Sullivan seconded the motion. Hearing no further discussion, President Scott called for the question. The vote was all ayes and no nays. President Scott declared the motion carried and the minutes approved.

6. Appointment of new trustee. (For Possible Action)

Vice President Sullivan moved to appoint Dave Aiazzi as trustee to the Washoe Housing Finance Corporation. Trustee Wilhelms seconded the motion. Hearing no further discussion, President Scott called for the question. The vote was all ayes and no nays. President Scott declared the motion carried.

7. Nomination and election of officers. (For Possible Action)

Vice President Sullivan motioned to nominate and elect Dick Scott as President and Dave Aiazzi as Vice President. Trustee Wilhelms seconded the motion. Hearing no further discussion, President Scott called for the question. The vote was all ayes and no nays. President Scott declared the motion carried and approved.

8. Consider appointment of Secretary/Treasurer. (For Possible Action)

Vice President Aiazzi motioned to nominate Amy Jones as the Secretary/Treasurer. Trustee Wilhelms seconded the motion. Hearing no further discussion, President Scott called for the question. The vote was all ayes and no nays. President Scott declared the motion carried and approved.

9. Additional items:

- i) General matters of concern to Board Trustees regarding matters not appearing on the Agenda. (Discussion)

There were no items to discuss.

- ii) Old and New Business. (Discussion)

There was no Old or New business to discuss.

10. Public Comment. (The opportunity for public comment is reserved for any matter within the jurisdiction of the Board. No action on such an item may be taken by the Board unless and until the matter has been noticed as an action item. Comment from the public is limited to three minutes per person.)

There was no public comment.

11. Adjournment.

Trustee Wilhelms moved to adjourn the meeting at 1:04 pm. Vice President Aiazzi seconded the motion. Hearing no further discussion, President Scott called for the question. The vote was all ayes and no nays. President Scott declared the motion carried and the meeting adjourned.

AGENDA ITEM SUMMARY – October 26, 2021

Item Number: 6
Subject: Appointment of new trustees. (For Possible Action)
From: Secretary/Treasurer **Recommendation:** Appointment

Background Summary:

Due to the resignation of Trustee Dick Scott and Trustee Alana Dixon-McCallister, there are two trustee vacancies that need to be filled.

Secretary/Treasurer Jones recommends appointing the Reno Housing Authority (RHA) Chairman Mark Sullivan and RHA Commissioner Oscar Delgado to serve as Trustees to the Washoe Housing Finance Corporation Board of Trustees.

Item Number: 7
Subject: Nomination and Election of president, vice president, and secretary/treasurer
From: Secretary/Treasurer **Recommendation:** Election

Background Summary:

Under Article III, Officers, the following shall be elected at the annual meeting:

President
Vice President
Secretary/Treasurer

“One person may hold two or more offices, except that the offices of president and secretary shall not be held by the same person. Only trustees shall be qualified to hold the offices of president or vice president.”

The current officers are:

		<u>Start</u>	<u>End</u>
President	Vacant	10/2020	10/2021
Vice President	Dave Aiazzi	10/2020	10/2021
Secretary/Treasurer	Amy Jones	10/2020	10/2021