

AMENDED

NOTICE OF ANNUAL MEETING OF THE TRANSITIONAL HOUSING CORPORATION BOARD OF TRUSTEES

TO TRUSTEES: Dave Aiazzi, Chairperson
Hilary Schieve, Vice Chairperson
Jazzmeen Johnson, Secretary/Treasurer

MEETING DATE: **Tuesday, October 24, 2023**

TIME: **12:00 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 Hilary Lopez, Ph.D., Executive Director, Housing Authority of the City of Reno, 1525 East 9th Street, Reno, NV 89512-3012, Fax: 775.786.1712; e-mail address: Hlopez@renoha.org. Written submission should be received by the Board on or before, October 23, 2023, 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. First Period of 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, under these items.
 4. Approval of agenda. (For Possible Action)
 5. Approval of the minutes from the annual meeting held October 25, 2022. (For Possible Action)
 6. Nomination and election of chair, vice chair and secretary/treasurer. (For Possible Action)

7. 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 22, 2024. (For Possible Action)

8. 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.

9. 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 Lindsay Dobson, 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 19, 2023

By: 

Lindsay Dobson
Executive Administrative Assistant

Item Number: 5

Subject: Approval of the minutes from the annual meeting held October 25, 2022.
(For Possible Action)

From: Secretary/Treasurer **Recommendation:** Possible Action

MINUTES OF THE ANNUAL MEETING
BOARD OF TRUSTEES
TRANSITIONAL HOUSING CORPORATION
October 25, 2022

The annual meeting of the Board of Trustees of Transitional Housing Corporation was called to order by RHA Chairman Sullivan at 12:58 pm on Tuesday, October 25, 2022, in the Housing Authority of the City of Reno Boardroom, 1525 East Ninth Street, Reno, Nevada.

Trustees Present

Mark Sullivan, Chairman
Mayor Hillary Schieve, Vice Chairperson
Dave Aiazzi

Trustees Absent

Staff Present

Hilary Lopez, Ph.D., Executive Director
Ryan Russell, Legal Counsel
Heidi McKendree, Deputy Executive Director
Kristin Scott, Director of Asset Management
Darrell Playford, Director of Development
Linda Long, Director of Administration
Cori Fisher, Director of Resident Services
Samantha Arellano, Director of IT
Darren Squillante, Human Resources Director
April Conway, Public Affairs Officer
Lindsay Dobson, Executive Administrative Assistant

Staff Absent

Others Present

Hilary Lopez, Secretary/Treasurer RHA Board of Commissioners
Jazzmeen Johnson, RHA Board of Commissioners

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 introduced.
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 Aiazzi moved to approve the agenda posted October 19, 2022. RHA Commissioner Johnson seconded the motion. Hearing no further discussion, RHA

Chairman Sullivan called for the question. The vote was all ayes and no nays. RHA Chairman Sullivan declared the motion carried.

5. Appointment of new trustees. (For Possible Action)

Trustee Aiazzi moved to appoint Jazzmeen Johnson as trustee of the Transitional Housing Corporation. Chairman Sullivan seconded the motion. Hearing no further discussion, RHA Chairman Sullivan called for the question. The vote was all ayes and no nays. RHA Chairman Sullivan declared the motion carried.

6. Nomination and election of chair, vice chair and secretary/treasurer. (For Possible Action)

Chairman Sullivan nominated Trustee Aiazzi as Chairman, Trustee Schieve as Vice Chairperson, Trustee Johnson as Secretary/Treasurer. Trustee Johnson seconded the nominations. Chairman Sullivan called for the question. The vote was all ayes, no nays. Chairman Sullivan declared nominee Trustee Aiazzi elected as Chairman, nominee Trustee Schieve as Vice Chairperson of the Transitional Housing Corporation.

7. 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.

- iii) Schedule of next meeting. The following dates have been scheduled in advance but are subject to change at any time: October 24, 2023. (For Possible Action)

8. 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.

9. Adjournment.

Trustee Aiazzi moved to adjourn the meeting at 1:01 pm. Trustee Johnson seconded the motion. Hearing no further discussion, Chairman Sullivan called for the question. The vote was all ayes and no nays. Chairman Sullivan declared the motion carried and the meeting adjourned.

Item Number: 6

Subject: Nomination and Election of chair, vice-chair, and secretary/treasurer

From: Secretary/Treasurer **Recommendation:** Election

Background Summary:

Article III, Officers, of the By-laws states:

Section 1. Officers. The officers of the Corporation shall be a president/chairman, vice president/vice chairman, a secretary, and a treasurer. The Corporation may also have, at the discretion of the Board of Trustees, one or more assistant secretaries, one or more assistant treasurers, and such other officers as may be appointed by the Board of Trustees. One person may hold two or more offices, except that the offices of president/chairman and secretary shall not be held by the same person. Only Trustees shall be qualified to hold the offices of president/chairman or vice president/vice chairman.

Section 2. Election. The Board of Trustees shall annually elect the president/chairman, vice president/vice chairman, treasurer and secretary at the annual meeting of the Board of Trustees. Each of these officers shall serve for a one year term. The president/chairman, vice president/vice chairman must be members of the Board of Trustees. The treasurer and secretary may be members of the Board of Trustees.

The current officers are:

| | | <u>Start</u> | <u>End</u> |
|---------------------|------------------|--------------|------------|
| Chair | Dave Aiazzi | 10/2022 | 10/2023 |
| Vice Chair | Hilary Schieve | 10/2022 | 10/2023 |
| Secretary/Treasurer | Jazzmeen Johnson | 10/2022 | 09/2023 |