

Minutes of the Board of Commissioners Meeting
January 15, 2008

MEETING CONVENED

A regular meeting of the Board of Commissioners for MaineHousing convened January 15, 2008 at the offices of MaineHousing, 353 Water Street, Augusta, Maine. A notice of the meeting was published on January 8, 2008 in the Central Maine Newspapers.

Chair Barbara Trafton called the meeting to order at 9:15 a.m. with Commissioner and Director Dale McCormick, Commissioners Don Gean, Carol Kontos, Timothy O'Neil, Elizabeth Horning, David Lemoine, and John Sevigny present. Commissioners Sheryl Gregory and Elizabeth Mahoney were absent. A quorum was present with eight Commissioners.

PUBLIC ATTENDANCE

Other staff present at the meeting include: Adam Krea & Margaret Bean, Deputy Directors; Linda Grotton, Internal Audit Manager; Linda Uhl, Chief Counsel; Tom Cary, Treasurer; Peter Merrill, Director of Communications & Planning; Nancy Fritz, Director of Homeless Initiatives; Dan Brennan, Director of Development; Kimberly Weed, Director of Energy and Housing Services; Jo-Ann Choate, Energy Programs Manager; Bobbie-Jo Marcoux, Default Manager; and Jody Rollins, Office Administrator and Notetaker.

AGENDA/COMMUNICATIONS/CONFLICTS/MINUTES OF THE MEETING

Commissioner O'Neil made a motion, seconded by Commissioner Lemoine, to adopt the agenda. All voted in favor. The motion carried 6-0. There were no conflicts reported. The Chair moved that the minutes be accepted as presented. Secretary Gean reported the receipt of communication from Commissioner Horning that she was resigning as a Member of the Board effective at the close of this meeting. Board members expressed their appreciation to her for the instrumental role she has played as a member of the Board and noted that she will be missed greatly and difficult to replace.

CHAIR REMARKS

1. The Chair stated the Board will address the request to develop a Finance Committee by adding a verbal Finance presentation at every Board meeting.
2. In response to a previous request, hard copies of the compensation study were distributed and will be discussed at the February meeting. Deb Gallant, the consultant who administered the study, will attend.
3. There is a new mileage compensation rate of \$50.5 cents per mile.
4. The Chair requested any written or oral communication be directed to Secretary Don Gean.
5. The Chair requested the Board consider changing the date of the February meeting due to it being during school vacation week.
6. The Vice Chair will give a report on Department of Correction initiatives at the March meeting.
7. The minutes of the December meeting were approved as presented.

DIRECTOR UPDATES

1. Supplemental Budget – Director McCormick provided an overview of the proposal to redirect \$2.9m per year of the HOME Fund to pay for BRAP, a DHHS rental subsidy program for people with severe mental illness. This equates to a \$1.45 million cut to resource allocation for this calendar year, or a 7.41% proportional reduction in each program that uses HOME Fund money. Commissioner Gean suggested this may be an opportunity for MaineHousing to administer the BRAP funds. Department Directors will review the projections, and decisions will be made an Executive Committee meeting.

2. If LD262, the Historic Tax Credit Bill, passes there will be \$3.2 million more re-directed in future years from the HOME Fund.
3. In response to the Governor's request for pre-emergency energy planning, Director McCormick and Kathy Poulin are working to develop an infrastructure that will assist in keeping people warm in their homes. They chair the sub-committee for housing and energy. More information is available at volunteermaine.org.

FINANCE REPORT

Margaret Bean was joined by Bobbie Jo Marcoux of Loan Servicing to review the finance report included in the Board packet. The monthly report summarizes the activities for the month in two areas – accounting and financial reporting and loan servicing. Commissioner O'Neil requested a report on marketplace indicators of risks. This request was seconded by Commissioner Sevigny. Another request was made to add benchmark standards.

LOW INCOME HOUSING TAX CREDIT OVERVIEW

Dan Brennan provided an overview of the 2008 Tax Credit process and allocation. There is approximately \$2.5 million in credit available each year; however, we have an extra \$500,000 for 2008 because one project did not move forward from last year. \$3 million funded seven projects. Commissioner O'Neil requested other sources of funding per project be made available (\$1.8m in HOME fund and \$2m in Fed HOME).

TALKING POINTS FOR HOME FUNDS

Director McCormick and Deputy Director Krea reviewed handouts and talking points for both the HOME Fund and MaineHousing budget. HOME Fund talking points are also available on our web site.

WEATHERIZATION STATE PLAN

Kimberly Weed reviewed a Weatherization Fact Sheet and the State Plan Worksheet. The application is due to the Department of Energy In February. A public hearing will be held at the February Board meeting. The only anticipated changes are in the allocation amount and the per unit average. Commissioner O'Neil requested a pie chart on how the money is allocated.

OTHER BUSINESS

1. To be consistent, Chair Trafton requested that all Commissioners use the same protocol when communicating with MaineHousing staff. They should communicate directly through Director McCormick to request information or a meeting.
2. E-mailing press clippings is working well for everyone. We will discontinue the paper copies.

ADJOURN

The meeting was unanimously adjourned at 11:50a.m.

The next regular meeting of the Board of Commissioners is scheduled for February 26, 2008 at the offices of MaineHousing, 353 Water Street, in Augusta beginning at 9:00 a.m.

Respectfully submitted,

Donald Gean
Secretary