



MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF NEVADA AFFORDABLE HOUSING ASSISTANCE CORPORATION ON AUGUST 28, 2018

The Board of Directors of the Nevada Affordable Housing Assistance Corporation, a Nevada non-profit corporation (“NAHAC”), held a public meeting on August 28, 2018 beginning at 9:30 a.m. PST at the following location:

Housing Division, 3rd Floor Conference Room: 3300 W Sahara Ave Ste 300 Las Vegas, NV 89102

1. Call to order, Roll call.

The meeting was called to order by Timothy Whitright, Board Chairperson at 9:35am.
Roll was taken by Verise Campbell

Board Members present: Timothy Whitright - Board Chairperson; Michael Holliday - Nevada Housing Division Director; Mohammad Nemati - Independent Director; and Rande Johnsen - Independent Director.

Board Members absent: Sharath Chandra - Nevada Business & Industry Director

Also present:

- Verise Campbell, Chief Operating Officer/Chief Executive Officer – NAHAC
- Veronica Lewis, Operations Manager – NAHAC
- Tony Cammisio, Call Center Manager & Payroll Manager – NAHAC
- Ann Morgan (Fennemore Craig P.C.), Legal Counsel – NAHAC.
- Tyre Gray (Fennemore Craig P.C.), Legal Counsel – NAHAC.

Members of the public attending in person were asked to sign in, and the sign-in-sheet is attached to the original minutes as Exhibit A.

2. Public comment (1st period)¹: None.

3. Approval of Agenda for August 28, 2018

Director Holliday moved to approve Agenda for August 28, 2018. The Motion was seconded by Director Nemati and approved by unanimous vote.

¹ This public comment agenda item is provided in accordance with NRS 241.020(2)(d)(3) which requires an agenda provide for a period devoted to comments by the general public, if any, and discussion of those comments. No action may be taken upon a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action will be taken. Comments by the public may be limited to five minutes person as a reasonable time, place and manner restriction, but may not be limited based upon viewpoint.



4. Items for Board Information, Discussion and Possible Action:

- a. Nomination and Election of Board Chairman and President of the Corporation to align all terms commencing on September 1, 2018 with terms running for two years pursuant to the Bylaws.**

Director Holliday moved to nominate Director Whitright for Board Chairman and President of the Corporation. The Motion was seconded by Director Nemati and approved by unanimous vote. Director Whitright was elected Board Chairman and President of the Corporation.

- b. Nomination and Election of Board Vice-Chairman and Vice-President of the Corporation to align all terms commencing on September 1, 2018 with terms running for two years pursuant to the Bylaws.**

Director Johnsen moved to nominate Director Nemati for Board Vice-Chairman and Vice-President of the Corporation. The Motion was seconded by Director Holliday and approved by unanimous vote. Director Nemati was elected Board Vice-Chairman and Vice-President of the Corporation.

- c. Nomination and Election of Treasurer of the Corporation to align all terms commencing on September 1, 2018 with terms running for two years pursuant to the Bylaws.**

Director Nemati moved to nominate Director Holliday for Treasurer of the Corporation. The Motion was seconded by Director Johnsen and approved by unanimous vote. Director Holliday was elected Treasurer of the Corporation.

- d. Nomination and Election of Secretary of the Corporation to align all terms commencing on September 1, 2018 with terms running for two years pursuant to the Bylaws.**

Director Nemati moved to nominate AJ Gavilanes for Secretary of the Corporation. The Motion was seconded by Director Holliday and approved by unanimous vote. AJ Gavilanes was elected Secretary of the Corporation.

- e. Authorization for payment of invoice in excess of \$500,000 to the Nevada Housing Division for reimbursement of 128 Down Payment Assistance (DPA) Program fundings in the approximate amount of \$2,418,029.90.**

Director Nemati moved to approve authorization for payment of invoice in excess of \$500,000 to the Nevada Housing Division for reimbursement of 128 Down Payment Assistance (DPA) Program fundings in the approximate amount of \$2,418,029.90. The Motion was seconded by Director Johnsen and approved by unanimous vote.



5. General Board Comments, Questions and Items for Future Board Meetings: None.

6. 2nd period of Public Comment and Discussion²: None.

7. Adjournment.

The meeting adjourned at 9:47am

Board approval confirmation:

AJ Gavilanes
NAHAC Corporate Secretary

² This public comment agenda item is provided in accordance with NRS 241.020(2)(d)(3) which requires an agenda provide for a period devoted to comments by the general public, if any, and discussion of those comments. No action may be taken upon a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action will be taken. Comments by the public may be limited to five minutes person as a reasonable time, place and manner restriction, but may not be limited based upon viewpoint.




5. **General Board Comments, Questions and Items for Future Board Meetings:** None.

6. **2nd period of Public Comment and Discussion²:** None.

7. **Adjournment.**

The meeting adjourned at 9:47am

Board approval confirmation:


AJ Gavilanes
NAHAC Corporate Secretary

² This public comment agenda item is provided in accordance with NRS 241.020(2)(d)(3) which requires an agenda provide for a period devoted to comments by the general public, if any, and discussion of those comments. No action may be taken upon a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action will be taken. Comments by the public may be limited to five minutes person as a reasonable time, place and manner restriction, but may not be limited based upon viewpoint.




EXHIBIT A

ATTENDANCE SHEET
AUGUST 28, 2018

(Attached)

PUBLIC MEETING ATTENDANCE RECORD & SIGN-IN
Board of Directors - Nevada Affordable Housing Assistance Corporation (NAHAC)

Date & Time of Meeting: August 28, 2018 9:30 AM

NAHAC Directors, Officers, Employees and Contractors					
Attendee Name	Organization(s) (N/A if none)	Title(s) (N/A if none)	Attended via Phone	Not In Attendance	Signature (If Person Only)
✓ Timothy Whitright	Nevada Housing Division / NAHAC Board of Directors	Deputy Administrator / NHD Director & President, Chairperson	<input type="checkbox"/>	<input type="checkbox"/>	
✓ Michael Holliday	Nevada Housing Division / NAHAC Board of Directors	CFO / NHD Director & Treasurer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Sharath Chandra	Nevada Real Estate Division / NAHAC Board of Directors	Administrator / Nevada Bus. & Industry Director	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
✓ Mo Nemati	NAHAC Board of Directors	Independent Director, Vice President & Vice Chairperson	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
✓ Rande Johnsen	NAHAC Board of Directors	Independent Director	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
✓ Verise V. Campbell	NAHAC	Chief Executive Officer & Chief Operating Officer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
✓ Veronica Lewis	NAHAC	Operations Manager	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
✓ Tony Cammisio	NAHAC	Call Center Manager & Payroll Manager	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
David "Greg" Glover	NAHAC	Information Technology Systems Manager	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
A.J. Gavilanes	NAHAC	Office Administrator & Secretary	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Brian Hardy	Ellsworth & Stout CPA's / NAHAC	CPA / NAHAC CPA Firm	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Chantell Legacy	Ellsworth & Stout CPA's / NAHAC	Auditor / NAHAC CPA Firm	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
✓ Ann Morgan	Fennemore Craig P.C. / NAHAC	Director / NAHAC Legal Firm	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
✓ Tyre Gray <i>HAEE Gray</i>	Fennemore Craig P.C.	Legal Counsel	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

PUBLIC MEETING ATTENDANCE RECORD & SIGN-IN Board of Directors - Nevada Affordable Housing Assistance Corporation (NAHAC)

Date & Time of Meeting: August 28, 2018 9:30 AM

NAHAC Directors, Officers, Employees and Contractors (continued)					
Attendee Name	Organization(s) (N/A if none)	Title(s) (N/A if none)	Attended via Phone	Not In Attendance	Signature (In-Person Only)
			<input type="checkbox"/>	<input type="checkbox"/>	
			<input type="checkbox"/>	<input type="checkbox"/>	
			<input type="checkbox"/>	<input type="checkbox"/>	
			<input type="checkbox"/>	<input type="checkbox"/>	
			<input type="checkbox"/>	<input type="checkbox"/>	

Members of the General Public			
Attendee Name	Organization(s) (N/A if none)	Title(s) (N/A if none)	Signature