

PUBLIC MEETING NOTICE

Nevada Affordable Housing Assistance Corporation (NAHAC) Board of Directors

DATE: August 1, 2023
TIME: 1:00 p.m.
LOCATION: Housing Division, 3rd Floor Conference Room
3300 W Sahara Ave Ste 300 Las Vegas, NV 89102

The public is invited to attend in person.

AGENDA

Items 3, 4, and 6 are action items for the Board to consider. The Board may discuss a matter when it is brought up, but no action may be taken on it unless it has been specifically included on an agenda as an action item.

Public comment at the Board meeting will be allowed on agenda items as well as non-agenda items. Persons are invited to submit comments in writing on agenda items and/or telephonically attend and make comment on that item at the Board meeting. Requests to speak on a particular item should be submitted to the Corporate Secretary (A.J. Gavilanes) at AGavilanes@nahac.org before the item is called by the Chairman.

Public Comment is limited to 5 minutes per person, per item.

1. Call to order and roll call of the Nevada Affordable Housing Assistance Corporation Board of Directors
2. Public comment. **(Limited to 5 minutes. Discussion Only)**
No action may be taken on any matter raised under this item of the agenda until the matter itself has been included specifically on an agenda as an item upon which action will be taken.
3. Approval of Minutes:
 - a. June 9, 2023
 - b. June 16, 2023
 - c. June 27, 2023
4. Approval of Agenda for August 1, 2023
5. Items to be Presented for Information and Discussion:
 - a. May 2023 Financials
 - b. June 2023 Financials
 - c. June 2023 Digital Marketing Report
 - d. June 2023 Social Media Report
 - e. NAHAC Operations
 - i. June 2023 Performance Report
 - ii. Program Changes Update

6. Items for Board Information, Discussion and Possible Action:
 - a. Nomination and Election of Board Chairman and President of the Corporation commencing on August 1, 2023 with terms running for two years pursuant to the Bylaws.
 - b. Nomination and Appointment of two Independent Directors of the Corporation commencing on August 1, 2023 with terms running for two years pursuant to the Bylaws.
 - c. Nomination and Election of Board Vice-Chairman and Vice-President of the Corporation commencing on August 1, 2023 with terms running for two years pursuant to the Bylaws.
 - d. Approval to draft initial proposal for Clark County Community Land Trust (CLT).
 - e. Authorization for President/Chairperson to enter into a Treasury Management Master Services Agreement with Nevada State Bank to allow for diversification of deposits.
 - f. Authorization for President/Chairperson to execute an amendment to the agreement with Ellsworth & Stout, CPAs in an amount not to exceed \$45,000 annually for bookkeeping services retroactive to June 1, 2023.
 - g. Authorization for President/Chairperson to execute an Independent Contractor Agreement with Richard Suba for a month-to-month term in an amount of \$25 per hour, not to exceed \$5,000 annually for accounting services retroactive to July 8, 2023.
 - h. Authorization for President/Chairperson to execute the renewal of the Employee Medical Benefit plans with Health Plan of Nevada/Sierra Health and Life commencing on September 1, 2023.
 - i. Approval of updated Accounting Clerk job description.
 - j. Approval of updated Floater job description.
 - k. Approval of updated Operations Manager job description.
 - l. Approval of updated Organization Chart.

7. General Board Comments, Questions and Items for Future Board Meetings.

8. Public comment. **(Limited to 5 minutes. Discussion Only)**

No action may be taken on any matter raised under this item of the agenda until the matter itself has been included specifically on an agenda as an item upon which action will be taken.

9. Adjournment

Items will not necessarily be considered in the sequence listed. This meeting may be continued if all of the items are not covered in the time allowed. If the meeting is to be continued, the time and place will be announced at the end of the portion of the meeting to be continued.

Supporting material for this meeting may be found at <https://nahac.org/public-meetings>, requested from the the Corporate Secretary (A.J. Gavilanes) at AGavilanes@nahac.org or (725) 710-9002 or requested in person at the NAHAC office located at 3016 W. Charleston Blvd., Suite 160, Las Vegas, Nevada 89102 and at the scheduled meeting.

Members of the public who are disabled and require special accommodations or assistance at the meeting are requested to notify A.J. Gavilanes, Corporate Secretary, in writing at P.O. Box 15142 Las Vegas, NV 89114-5142 or by calling (725) 710-9002 or emailing AGavilanes@nahac.org prior to the meeting date.

In accordance with NRS 241.020, this public notice and agenda was posted on or before 9:00 a.m. on the third working day before the meeting on: the NAHAC website, <http://www.nahac.org>; at the NAHAC office located at 3016 W. Charleston Blvd., Suite 160, Las Vegas, Nevada 89102; and on the following web site: <http://notice.nv.gov>.