

PUBLIC MEETING NOTICE

Nevada Affordable Housing Assistance Corporation (NAHAC) Board of Directors

DATE: November 13, 2023
TIME: 2:00 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 for October 25, 2023
4. Approval of Agenda for November 13, 2023
5. Items to be Presented for Information and Discussion:
 - a. Fiscal Year 2023 Audited Financial Statements (including Single Audit) and Management Letter (as prepared by Houldsworth, Russo & Company)
 - b. NAHAC Operations
 - i. Crime Policy - Rate Lock
6. Items for Board Information, Discussion and Possible Action:
 - a. Authorization to transfer/reimburse \$19,282.76 from the unrestricted account to the Homeowner Assistance Fund (HAF) account due to an error in a final payoff.
 - b. Increase wage for current Accounting Clerk to \$19.23 per hour (\$40,020 annually) effective November 13, 2023.
 - c. Approval to establish and fill new position – Regular Full-Time Employee – Salaried/Exempt: Accounting Manager – Not to exceed \$75,000.

d. Approval of job description for Accounting Manager.

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>.