

SOL HOUSING

BOARD MEETING MINUTES

Meeting Date: January 14, 2025

Location of Meeting: Virtual Only

Board Members Present at Meeting

Russell Brito (RB), Board President
Tessah Latson (TL), Board Vice President
Sarah Hurteau (SH), Board Secretary – joined at 11:34 a.m.
Elvira Lopez (EL), Board Treasurer
Alan Vincioni (AV), Board Member – joined at 11:37 a.m.
Don Dudley (DD), Board Member
Ciaran Lithgow (CL), Board Member
Kimberly Miller (KM), Board Member

Absent

Yvette Sammons-Rentz (YSR),
Board Member

Sol Housing Staff Present at Meeting

Felipe Rael (FR), Executive Director
Kelle Senyé (KS), Deputy Director of Operations
Miriam Hicks (MH), Director of Housing Development
Robert Sitkowski (RS), Associate Director of Housing Development
Laurie Frappier (LF), Director of Community Relations
DuJuan McCoy (DM), Enrichment Services Coordinator
Kenzie Davison (KD), Enrichment Services Coordinator
Arlene Engel (AE), Office Assistant

Absent

Rita Gonzalez (RG), Controller
Ethan Weiner (EW), Digital
Media Intern

MINUTES

CALL TO ORDER/CHANGES AND/OR ADDITIONS TO THE AGENDA

Having a quorum of the Directors, Russell Brito (RB), President of the Board, called the meeting to order January 14, 2025 at 11:33 a.m.

Acknowledgement: **RB** “A social event with Sol Housing staff, Board members, family and friends was held on December 13, 2024. We acknowledge that while a quorum of the Board was present, there were no business items discussed or decisions made.”

ACTION: **CL** moved to approve the meeting agenda. It was seconded by **DD** and unanimously approved.

RB stated for the record that no one from the general public was in attendance on the meeting call to offer public comment.

RB made the announcement that the next meeting of the Board of Directors is scheduled for Tuesday, April 8, 2025 at 11:30 a.m. Location to be determined.

TAB 1 – Consent Agenda

ACTION: TL moved to approve the consent agenda that includes the Board Meeting Minutes of December 3, 2024, Sol Housing's Year-End 2024 Financial Reports, Quarter Ending December 31, 2024 CHDO Operating Report, Operations Report, PAH! Hiland Plaza Quarterly CHDO Development Report and the Strategic Plan Update – 2025. The motion was seconded by EL and unanimously approved.

TAB 2 – Discussion / Approve: Board Appointment – Don Dudley January 2025 – January 2027

ACTION: SH moved to approve the Board Appointment of Don Dudley for the two-year term January 2025 – January 2027. The motion was seconded by RB and unanimously approved.

TAB 3 – Discussion / Approve: Board Resolution – Somos Apartments

FR presented to the Board the resolution to approve the funding of the Somos Apartments project. The resolution contains the different funding sources and amounts from equity investors, lenders, MFA, the City of Albuquerque, and grant funds.

ACTION: EL moved to approve the Board resolution granting permission for FR and MH to proceed with the steps necessary to fund the Somos Apartments project. The motion was seconded by CL and unanimously approved.

TAB 4 – Discussion: Governance Committee Report (Members: RB, SH, TL)

RB informed the Board that the Governance Committee has not had a meeting since the prior Board Meeting.

No action required.

TAB 5 – Discussion: Finance Committee Report (Members: EL, DD, RB)

EL informed the Board that the Finance Committee has not had a meeting since the prior Board Meeting. EL is continuing to monitor the financial health of the organization in her role as Board Treasurer and finds everything to be in order and financially stable.

No action required.

TAB 6 – Discussion: Site Evaluation Committee (Members: AV, RB, SH)

SH informed the Board that the Site Evaluation Committee has not had a meeting since the prior Board Meeting.

No action required.

TAB 7 – Discussion: Revenue and Operations

FR explained how the partnerships with the City of Albuquerque, equity investors and commercial lenders helps Sol Housing meet their community investment goals. FR cited examples of a 15-year analysis for the upcoming Farolito and Somos projects as well as the prior projects of PAH! Hiland Plaza and Luminaria for comparison purposes.

No action required.

TAB 8 – Discussion / Approve: Farolito Senior Community Quarterly CHDO Development Report

MH briefed the Board and provided photos of the current construction status of the Farolito Senior Community Project. Work is well underway. Under slab utilities are installed and water and sewer connections into Central are 50% complete. Some construction delays due to weather, but the contractor is working Saturdays to catch up to the schedule. The Youthbuild program is well underway and exceeding expectations. Other construction considerations and challenges encountered are due to the 'Buy America' policy that needs to be adhered to for this build as part of the Federal Restrictions / Guidelines for projects utilizing HUD HOME Funds.

ACTION: **EL** moved to approve the Farolito Senior Community Quarterly CHDO Development Report. The motion was seconded by **SH** and unanimously approved.

TAB 9 – Discussion / Approve – Somos Apartments Quarterly CHDO Development Report

MH brought the Board up to date on the status of the Somos Apartments project. The building permit is approved for construction. The project is on track to close financing and start construction by the end of March 2025.

ACTION: **CL** moved to approve the Somos Apartments Quarterly CHDO Development Report. The motion was seconded by **DD** and unanimously approved.

TAB 10 – Discussion / Action: Board Member Agreements and Conflict of Interest Certifications

KS explained to the Board the importance of annual board member agreements and conflict of interest certifications. Attached to the Board material is an excerpt from the Sol Housing Bylaws with the Conflict-of-Interest Policy. **KS** informed the Board members that they would be receiving the annual Board Meeting Agreement and Conflict of Interest certification forms for their e-Signatures.

No action required.

There being no further business, the meeting was adjourned at 12:53 p.m.

Certification

I certify these minutes of the January 14, 2025, Sol Housing Board Meeting are accurate as written and/or corrected.



Sarah Hurteau, Board Secretary

Date: April 8, 2025

Tab 1a DRAFT Minutes January 14, 2025

Final Audit Report

2025-04-08

Created:	2025-04-08
By:	Michelle Poulsen (michelle@solhousing.org)
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"Tab 1a DRAFT Minutes January 14, 2025" History

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