HOUSING AND ECONOMIC OPPORTUNITIES, INC.
BOARD OF DIRECTORS MEETING
MINUTES
September 24, 2012

The regular monthly meeting of the Housing and Economic Opportunities, Inc. Board of Directors was held on Monday, September 24, 2012 at 4:00 p.m. at the Wilmington Housing Authority, 1524 South 16th Street, Wilmington, North Carolina.

Directors Present:	Jeffrey G. Hovis, Commissioner and Chair Greg Neel, Commissioner Debra H. Hays, Commissioner L.S. "Bo" Dean, Jr., Commissioner Arcelia Wicker, Sr., Commissioner Helayne Levy, Commissioner Alfredia McDonald, Commissioner
Directors Absent:	Stuart Franck, Commissioner and Vice Chair Cheryl D. Sutton, Commissioner
Others Present:	Michael J. Krause, Chief Executive Officer Sara Davis, Executive Assistant Michelle Kerwin, Director of Finance Karen Schraml, HEO Coordinator Glenn Floyd, HEO Director

1. Call to Order

The meeting of the Housing and Economic Opportunities, Inc. was called to order by the Chair at 4:00 p.m. on September 24, 2012, pursuant to the Notice sent to the Commissioners and Staff of Wilmington Housing Authority.

2. Approval of Minutes

A motion was made by Director Dean and seconded by Director Wicker to approve the minutes of the August 27, 2012 HEO Board of Directors meeting, carried unanimously.

3. Financial Report Ending August 31, 2012

Mr. Krause deferred to Ms. Kerwin for presentation of the report.

Ms. Kerwin briefed the Board on the financials ending August 31, 2012 stating that HEO's operating receipts for August consist of interest earned on cash in the account totaling $919 with a quarterly management fee income from Taylor Senior and Taylor Pointe of $2,814. Ms. Kerwin briefed the Board on the operating expenses stating that HEO incurred costs in the amount of $77,946. The deficit reflected through July was in the amount of $74,213. Third capital contribution was received and went to pay the construction loan. Staff is working on the fourth and fifth contributions.

Director Wicker questioned why the expenditures for July and August are so different. Ms. Kerwin stated that the main reason was due to August having three pay periods.

Director Hovis asked for any questions on the financials. With no questions the Board moved on to the next agenda item.

4. Taylor Estates

Mr. Krause referred to the Occupancy Report, reporting overall occupancy being high. He reported Taylor Senior at 93% occupancy, Taylor Pointe and Woodbridge at 100%, and New Brooklyn Homes at 96%. Mr. Krause informed the Board all residents relocated have been tax credit certified. He reported only one resident left to move and that is due to getting a unit handicap ready for her.

Director Hovis asked if there were any questions and with no questions the Board moved onto the next item on the agenda.

5. Resolution

Resolution No. 12-006 Approving amendment to the promissory note (HEO Loan) for New Brooklyn Homs and Robert E. Taylor Estates.

Mr. Krause briefed the Board on the resolution stating that this promissory note is the amount of money that WHA lent to the project.

Director Wicker asked for more explanation. Mr. Krause reminded the Board that there was a financial commitment to the project to satisfy an audit finding. Rather than giving the money to the project WHA had to loan the money per RBC. He pointed out that the amended amount is because we had to wait until the end of the project to know the exact amount loaned.

A motion made by Director Dean and seconded by Director Neel to approve Resolution No. 12-006 carried unanimously.

Director Wicker questioned the wording of the Creekwood section of the Occupancy Report. The wording in question was *"It is our understanding forty (40) tax credit units are currently occupied."* Director Wicker addressed Mr. Krause asking why such terminology was used. Mr. Krause informed Director Wicker and the Board that Excel Management isn't doing the actual move-ins. So Ms. Blackmon can only go on what WHA reports to her concerning the move-ins.

6. Other Business

No other business came before the Board

7. Adjournment

A motion made by Director Hays and seconded by C Director Neel to adjourn the meeting carried unanimously.

Date _____ _____

Jeffrey G. Hovis, Chair

SEAL