



313 East Main Street • Newark, Delaware 19711 • Telephone/TDD 302-366-0826 • Fax 302-366-8212

**To:** Board of Commissioners  
**From:** Marene M. Jordan, Executive Director  
**Ref:** Regular Board Meeting  
**Place:** NHA – 313 E. Main Street  
**Date:** Wednesday, February 14, 2018  
**Time:** 5:00 P.M.

## AGENDA

- I. Roll Call
- II. Approval of Minutes
  - (a). Minutes from January 10, 2018
  - (b). Executive Session Minutes from January 10, 2018
  - (c). Minutes from December 13, 2017
  - (d). Executive Session Minutes from December 13, 2017
  - (e). Revised Minutes from August 2017
  - (f). Revised Minutes from June 2017
- III. Report of the Executive Director
  - (a). Staff Report January 2018
- IV. Committee Reports
  - A. Report of Policies & Procedures & Compliance & Personnel Committee, Chairperson-Mrs. Smith
    - (a). Discuss/Review/Update The Informational Manual for the Commissioners (Section #12: Process in Filling Board Vacancies, the Process for Re-Appointments of Board Members).
    - (b). CDBG Appointments
    - (c). Contract Amendment (Executive Session)

- B. Report of Development Committee, Chairperson-Mr. Heitzenroder
  - (a). 26 N. Chapel Street - Update
  - (b). 101 New London Road – Update
  - (c). RFQ 2017-01 Agency Representative Recommendation
- C. Report of Finance Committee, Chairperson-Ms. Shand
  - (a). Monthly Financials
  - (b). Present Proposed 2019 Operating Budget
- D. Strategic Planning Committee, Chairperson-Ms. Shand
  - (a). Approval of the Evaluation Phases relating to the 3-year Strategic Plan ( 2017-2019)
- V. Attorney Issues
- VI. Old Business
  - A. From the other Commissioners
  - B. From the Executive Director
  - C. From Legal Counsel
- VII. New Business
  - A. From the other Commissioners
  - B. From the Executive Director
    - 1. Controlled Substance Act – Use of Medical Marijuana in Multifamily Assisted Properties
    - 2. FYE 3/31/2018 Write-Offs Resolution #394– No Action Item (Information only)
    - 3. FY 2019 Operating Budget Submittal to HUD Resolution #395 – No Action Item (Information only)
  - D. From Legal Counsel
- VIII. Visitors and/or Petition
- IX. Executive Session – CLOSED TO THE PUBLIC –
  - (a). Discuss/Update - Real Estate Transaction
  - (b). Contract Amendment
- X. Adjournment