

**MINUTES OF THE ANDERSON HOUSING INCORPORATED
BOARD OF DIRECTORS MEETING
September 17, 2025
12:00 p.m.**

Attendance

AHI Directors Present

Stephanie Moran-AHA
Rob Sparks-AHA
Mike Ward-AHA
Rob Spaulding-AHA
Katherine Holzleiter-Zoom
Vacancy
Vacancy

AHI Directors Absent

Kimberlan Peak-Hill
Gloria Benson

Staff Present

Kimberly Townsend
Kevin Sulc
Amy Davis
Angela Kaster
Alacia Goettman
Wendy King
Mary Davis
Marian Miller
Nathan Henry

Staff Absent

Guest Present

Ken de la Bastide-Anderson Herald Bulletin-Reporter

Meeting Called to Order/Roll Call

AHI Board President, Stephanie Moran called the meeting to order. Roll call was taken, and a quorum was present.

Approval of Agenda

Motion by Rob Spaulding. Seconded by Mike Ward. None opposed. Motion carried.

Approval of Meeting Minutes for August 20, 2025

Motion by Rob Spaulding. Seconded by Rob Sparks. None opposed. Motion carried.

Kevin Sulc introduced the new Housing Specialist, Marian Miller, and our new Maintenance Supervisor, Nathan Henry. Kim Townsend noted that Wendy King has been promoted to CHO- Chief Housing Officer and is over Public and Affordable Housing.

Property Manager's Report-Marian Miller

Property Manager's Report given and read by Marian Miller. Next month we might have approximately six vacancies. Kim Townsend explained that the high number of vacancies is from holding tenants accountable to pay their rent. The accounts receivable aging report was increasing from some tenants not paying over three months or more back rent.

Maintenance Report-Nathan Henry

Maintenance Report given and read by Nathan Henry. President Moran requested that the number of work orders submitted be a part of the maintenance report going forward.

ARPA/FSS Reports-Wendy King

ARPA and FSS Reports given and read by Wendy King. We will probably be out of ARPA funds by October. Enrollment in FSS keeps going up each month.

Director of Development's Report-Kevin Sulc

Director of Development's Report given and read by Kevin Sulc. The loan on Lincolnshire is scheduled to close next week. Video update on Lincolnshire shown.

Finance Report-Amy Davis

Finance Report given and read by Amy Davis. We have a small profit this month. It is time to start thinking about the budget for next year. Amy will schedule a meeting with Rob Spaulding's assistant, Stephanie.

Approval of the Finance Report

Motion by Rob Spaulding. Seconded by Mike Ward. None opposed. Motion carried.

Managing Agent's Report-Kimberly Townsend

The Managing Agent's Report was presented by Kim Townsend. I want to applaud Kevin for his outstanding work with the Lincolnshire project. Please thank Bill and John Fredericks, because they were wonderful during this process. Kevin will be taking Ken de la Bastide on a tour of Lincolnshire next week if anyone would like to join. We have submitted our application to SAC. We are talking about looking into the YMCA property.

Old Business

None at this time.

New Business

Nominations for the two AHI Board Directors vacancies. Kim Townsend nominated Marquest Higgins. Katherine Holzleiter nominated Joshua Stafford, the owner of Jackrabbit Coffee.

Correspondence

Several articles from the Anderson Herald Bulletin are attached. President Moran congratulated Kim Townsend on being inducted into the ACS Hall of Fame, and Shirley Weatherly.

Adjournment

Motion by Rob Sparks. Seconded by Rob Spaulding. None opposed. Motion carried.

Meeting adjourned.

The next meeting will be October 15, 2025.

Respectfully submitted by:

Kimberly Townsend, Managing Agent

Date

Attested by:

Stephanie Moran, President

Date