

**MINUTES OF THE ANDERSON HOUSING INCORPORATED  
BOARD OF DIRECTORS MEETING  
November 19, 2025  
12:00 p.m.**

**Attendance**

**AHI Directors Present**

Stephanie Moran-AHA  
Mike Ward-AHA  
Rob Spaulding-AHA  
Kimberlan Peak-Hill-AHA  
Gloria Benson-AHA  
Rob Sparks-AHA  
Vacancy  
Vacancy

**AHI Directors Absent**

Katherine Holzleiter

**Staff Present**

Kimberly Townsend (At another meeting, will try to attend the board meeting before adjournment.)  
Kevin Sulc  
Angela Kaster  
Amy Davis  
Alacia Goettman  
Marian Miller  
Wendy King  
Mary Davis  
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 Sparks. Seconded by Mike Ward. None opposed. Motion carried.

**Approval of Meeting Minutes for October 15, 2025**

Motion by Rob Spaulding. Seconded by Kimberlan Peak-Hill. None opposed. Motion carried.

**Property Manager's Report-Marian Miller**

Property Manager's Report given and read by Marian Miller.

**Maintenance Report-Nathan Henry**

Maintenance Report given and read by Nathan Henry. We have been working on unit turns.

### **ARPA/FSS Reports-Wendy King**

ARPA and FSS Reports given and read by Wendy King. We have only had five requests in November. We should have a graduate from FSS in December.

### **Director of Development's Report-Kevin Sulc**

Director of Development's Report given and read by Kevin Sulc. They are working on the fence on our north lots today.

### **Finance Report-Amy Davis**

Finance Report given and read by Amy Davis. We had a small profit for the month.

### **Approval of the Finance Report**

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

### **2026 AHI Budget**

2026 AHI Budget given and read by Amy Davis. We would like to change the fiscal year of AHI to the same as AHA, which would be April 1-March 31. I have prepared this budget to follow the AHA fiscal year. This budget could change with the RAD conversion.

### **Approval of the 2026 AHI Budget**

Motion by Rob Spaulding. Seconded by Kimberlan Peak-Hill. None opposed. Motion carried.

### **Managing Agent's Report-Kimberly Townsend**

The Managing Agent's Report was presented by Kevin Sulc while Kim Townsend was at another meeting. We have put major steps in place to make sure that maintenance and project development are sustained now and in the future.

### **Old Business**

Kim Townsend and Kevin Sulc officially nominated Marquest Higgins to the AHI Board of Directors. He fulfills the Kirk Klabunde vacancy.

### **Motion to Elect Marquest Higgins to the AHI Board of Directors**

Motion by Kimberlan Peak-Hill. Seconded by Rob Spaulding. None opposed. Motion carried.

### **New Business**

Our joint meeting will be combined with our Annual Meeting at the Jetty Center on December 10<sup>th</sup> from 11:30am-1:30pm.

2026 Holiday Schedule presented.

2026 AHI and AHA Board Meetings Schedule presented for approval.

### **Approval of the 2026 AHI and AHA Board Meetings Schedule**

Motion by Mike Ward. Seconded by Kimberlan Peak-Hill. None opposed. Motion carried.

### **Correspondence**

Several articles from the Anderson Herald Bulletin are attached.

### **Adjournment**

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

**Meeting adjourned.**

The next meeting will be December 10, 2025.

Respectfully submitted by:

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Kimberly Townsend, Managing Agent

Date

Attested by:

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Stephanie Moran, President

Date