

**TOWN OF MOUNT PLEASANT, SOUTH CAROLINA  
WORKFORCE HOUSING COMMITTEE  
APRIL 24, 2018  
MINUTES**

Present: Rich Estes, Chair, Debby Waid, Thomasena Stokes Marshall, Leo Russo, Sally Jacob, Chris Brooks, Daniel Brock, Benjy Cooke  
Staff: Eric Pohlman, Jack Little  
Also: Erika Wright, Chamber of Commerce, LuAnne Rosenweig, Charleston Area Justice Ministry, Carl Alhert, and Rick Crosby, Mount Pleasant Waterworks

Mr. Estes called the meeting to order at 11:00 am.

**1. Approval of Agenda**

The Committee approved the agenda.

**2. Public Comment and Correspondence**

Mr. Estes asked the guests to introduce themselves. Ms. LuAnne Rosenweig introduced herself and invited the Committee to attend the Charleston Area Justice Ministry (CAJM) meeting on Monday, April 30<sup>th</sup> at Mt. Moriah Baptist Church on Rivers Avenue. She also said the CAJM is creating a housing trust to support affordable housing.

Ms. Waid asked if Ms. Rosenweig was aware of the attempt to begin a housing trust in previous years. Ms. Rosenweig answered in the affirmative and stated that there are more community representatives involved this time to ensure municipality support.

**3. Approval of Minutes from March 26, 2018 meeting**

The minutes were approved by the Committee.

**4. Report on 501(c)3 Progress**

Mr. Little said the attorneys have asked for a list of Board members. Mr. Estes emphasized the importance of finding strong Board members to lead Housing for All, Mount Pleasant over the next few years.

Ms. Stokes Marshall stated that as previously agreed, one-third of the Board members should be those who are eligible affordable housing candidates, with a maximum of Board members. She suggested that Louise Brown should be considered.

Ms. Jacob suggested Elton Carrier and that Kevin Cunanne could provide nominees, with suggested sent to Mr. Little by Friday, April 27<sup>th</sup>.

Ms. Stokes Marshall suggested an Advisory Board should be established and composed of task force/committee members .

Mr. Estes and Ms. Waid both said they would not be able to serve as officers going forward after the corporation is ratified by the State of South Carolina.

Mr. Pohlman stated that the bylaws includes a representative of Town Council to serve on the Board and suggested that this should be removed at this time.

Mr. Brooks said he was willing to step back to allow other more qualified citizens to serve.

The Board discussed moving forward with filing for the 501(c)(3). The Committee agreed to move forward with filing the Articles of Incorporation to establish Housing For All, Mount Pleasant before the upcoming Finance Committee meeting.

Mr. Little agreed to contact Ryan Oberly to tell him about the urgency of the matter.

*Mr. Estes moved to approach the Finance Committee to request support during the upcoming fiscal year. Ms. Jacob seconded the motion. All in favor.*

The Board reviewed the proposed bylaws and made the following changes and suggestions:

- Ms. Jacob said the term to be used for the population to be served would be “low income.” The qualifying income level was agreed to be set at 120% and below the median household income for the greater Charleston area.
- Article IV Section B: Ms. Jacob expressed concern about two people calling a meeting with no one else participating. Mr. Pohlman said the two would notify other members and post the meeting notice as required.

- Article 4 Section C Paragraph 4. This seemed confusing. It was resolved to ask the attorneys for clarification.
- Article VII. Section A. A correction was made for Section A to require only the treasurer may or may not be a Director.
- Fiscal Year-Page 14 Section A: It was decided to make use of the calendar year as opposed to a fiscal year.
- Article XII Section E. It was decided to have a corporate seal.
- Addendum- Article III. Annual Statements: It was decided not to ask Board members to sign an annual statement but a one-time signing at the beginning of their service on the Board.
- Article IX Section G- was removed as it would be addressed by the internal controls policies.

*The Board agreed that these changes should be sent to the attorney and approved by email.*

## **5. Proposed Budget for Housing for All, Mount Pleasant**

The Board reviewed the proposed budget.

Ms. Jacob asked about the final line of revenue, line 24, and excess Revenue and Expenses. Ms. Waid said she would correct it.

Ms. Jacob noted that the Workforce Housing Task Force recommended a two-year commitment from the Town. She stated that it was not clear from the Budget Committee the amount of funding that was being considered.

Mr. Estes stated that the Committee would have an opportunity to request a funding amount at the Finance Committee meeting.

Mr. Little left at 11:59 am.

Mr. Estes continued with review of the budget and recapped other organizational requests that were presented for consideration at the Budget Committee meeting.

The Committee expressed concern that the budget only reflected a portion of the funding needed for the 501(c)(3). The Committee agreed that a subcommittee

should be determined in preparation of the upcoming Special Finance Committee meeting.

*The Board agreed that Mr. Estes, Mr. Cooke and Ms. Waid would present the Committee's funding request at the upcoming Special Finance Committee.*

Mr. Cooke said he would provide a more detailed read budget for staff.

## **6. Moving Ahead with the Public Education Plan**

The Committee deferred this issue to the next meeting.

## **7. South Carolina Housing and Development Authority's Home Buyer Program**

The Committee deferred this issue to the next meeting.

## **8. Erica Wright, greater Charleston Chamber of Commerce**

Ms. Wright, Charleston Chamber of Commerce representative, stated that once the 501(c)(3) was established, the Chamber of Commerce would be interested in working with the Committee in its search for an executive director.

Mr. Brock asked if an official letter of support from the Chamber of Commerce could be provided at this time. Ms. Wright answered that she was not sure, but would forward this request to the Chamber of Commerce.

Mr. Rick Crosby, Chairman of Mount Pleasant Waterworks (MPW) Commission, stated that he would like to further discuss MPW's future involvement with Housing for All, Mount Pleasant. He suggested that MPW and Housing for All, Mount Pleasant could partner together on projects with the possibility of having a match program. He stated that he would like to bring more information to the MPW Commission in the future.

Ms. Stokes Marshall suggested that further discussion with MPW should be deferred until after the new Board of Directors has been established.

*The Committee agreed to defer discussion with MPW until after the Board of Directors is determined.*

## **9. Next Steps**

Mr. Estes suggested that the executive director position should be advertised as soon as possible and suggested that there should be a procedure for hiring the executive director as well as a job description should be finalized.

There being no further business, Mr. Estes adjourned the meeting at 12.45 pm.

Submitted by,  
J. Little