



Asheville Housing Authority
Special Meeting: Board of Commissioners Orientation
DRAFT Minutes: March 18, 2025
Meeting Location: 165 S. French Broad Ave., Asheville, 28801

I. Call to order

Chair Bacoate called the Special Board Orientation meeting to order at **4:36 PM**. In attendance were Chair Mychal Bacoate, Vice-Chair Kimberly Collins, Commissioner Sean Aardema, Commissioner Roy Harris, Commissioner David S. Robinson Sr., Commissioner Maggie Slocumb. Not in Attendance: Commissioner Scott Farkas, Commissioner Carol Goins, Commissioner Kidada Wynn. Also in attendance was Attorney Susan Russo-Klein of Roberts & Stevens, P.A, HACA Rhodney Norman, Interim ED, Dalerie Beard, Director of HCVP, Evette Smith, Director of Asset Management, Noele Tackett, Director of Non-Profit Operations, and Cherin Marmon-Saxe, HACA Executive Assistant.

II. Board Orientation Training

• **Operational Overview**

Rhodney Norman, Interim ED, Dalerie Beard, Director of Housing Choice Voucher Program, Evette Smith, Director of Asset Management, and Noele Tackett, Director of Non-Profit Operations, discussed their roles and areas of responsibility at HACA, and laid out goals for rest of the Fiscal Year.

Board and HACA leadership exchanged ideas through a very engaging discussion.

• **Conflict of Interest Statements**

Attorney Susan Russo-Klein explained that while there is no law requiring a Code of Conduct, we will follow best practice for the HACA Board of Commissioners. This form will be distributed to all Commissioner annually at the June Meeting. The discussion covered topics including:

- **Purpose of Conflict of Interest Forms**
- **Basic Rules for Conflicts of Interest**
- **Legal Framework of HUD and State of North Carolina**
- **Proper Handling of Conflicts**
- **Special Rules for Nonprofit Affiliations**

• **Action Items**

- **All** commissioners to complete and return conflict of interest disclosure forms

• **Communication Administration**

A brief discussion was had about communication protocols. After the March 26, 2025 meeting HACA communications will be sent to @haca.org emails only. As needed, a brief text message will be sent to alert Commissioners to check these emails. More discussion to be had about Board Page in SharePoint, and access to documentation.

III. Meeting Adjourned - 6:11 PM



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Mychal Bacoate, Board Chair

Date:

ATTEST:

Rhodney Norman, Associate Secretary

Date:
