



Berkeley Housing Authority

1947 Center St., 5th Floor, Berkeley, CA 94704
Telephone: (510) 981- 5470 Fax: (510) 981- 5480

Item 6B
NEW BUSINESS
September 12, 2024

Office of the Executive Director

To: Honorable Chair and Members of the Berkeley Housing Authority Board
From: James Williams, Executive Director
Subject: Nomination and Election of Officers for 2024-2025: Chair & Vice Chair

The Bylaws of the Berkeley Housing Authority state the Chair and Vice Chair of the Board are to be elected during the Annual Meeting in September of each year. The Chair and Vice Chair serve for a one year term and can be the same individuals holding those positions currently, or different members of the Board. The process is first a nomination by another Board member, then a vote. The (Acting) Executive Director is the Secretary of the Board, another office-holding position. The current Chair is Chris Schildt; the current Vice-Chair is Max Levine.

Excerpts from the Bylaws describing the role of the Chair and Vice Chair state:

Section 2. Chair

The Chair shall preside at all meetings of the Authority and is generally responsible for expediting the business of the Authority at all times, consistent with the majority opinion of the Commission. Except as otherwise authorized by resolution of the Authority, the Chair will sign all contracts, deeds and other instruments formally approved by the Board.

Section 3. Vice Chair

The Vice Chair shall perform the duties of the Chair in the absences or incapacity of the Chair; and in case of the resignation or death of the Chair, the Vice Chair shall perform such duties as are imposed on the Chair until such time as the Board shall select a new Chair.

Additionally, the Chair, and when that office is vacant, the Vice Chair, appoint the membership of the Committees, each of which shall be chaired by a Commissioner selected by members of the Committee. The only current standing Board Committee is the 3 x 3, which is comprised of three BHA Board members and three Berkeley City Council members. The current BHA representatives on the 3 x 3 Committee are: Chairperson Schildt, Commissioners Thomas-Rodriguez, and Kashani, with Vice Chair Levine as back up 3x3 committee member.