



Beaufort Jasper Housing Trust (BJHT) Board Meeting

February 23, 2026

The Landing Pad - 500 Carteret Street

Camika Beaton	X	Jan Malinowski	✓
Karl Brondell	✓	Caitlin Reid	X
Matt Davis	✓	Christine Raetsch	✓
Ashley Feaster	✓	Victoria Smalls	✓
Matt Garnes	X	Dick Stewart	X
Courney Hampson	✓	Carmen Washington	✓
Tom Henz	✓	James Williams	X
Ethan James	X	Wendy Zara	✓
Christian Kata	✓		

Staff: Claude Hicks, Jennifer Tuckwiller

The meeting was called to order by Vice-Chairman, Matt Davis at 10:05am. Since a quorum was not present at that time, the Executive Director report was moved up on the agenda to allow for a few more Directors to arrive.

Executive Director Report - Claude Hicks

Jasper County Land Donation

- BJHT is in active discussions regarding a 6-acre site off Argent Blvd.
- Environmental assessments are complete, no wetlands issues or other reasons for concern.
- The first reading at Jasper County Council was held earlier this month.

Ribaut Road Land Donation (Healthcare Workforce Housing)

- BJHT is in active discussions regarding a potential land donation on Ribaut Road, adjacent to TCL campus facilities.
- The property has been under consideration for approximately five years.
- Draft legal agreements are being prepared and will be presented at the next board meeting.

- The public process has not yet begun.
- Anticipated neighborhood concerns are expected; however, the hospital has committed to publicly supporting the project.
- Intended tenant population: nurses and healthcare workers.
- Discussion continues regarding a limited number of potential for-sale units, though feasibility and cost considerations remain under review.

Town of Ridgeland - Senior Housing Opportunity

- BJHT has been approached by the Town of Ridgeland regarding redevelopment of a condemned property behind the Council on Aging.
- The town proposes demolition of the existing structure and redevelopment as senior housing in partnership with a Hilton Head-based group.
- Initial site visit has been conducted.
- The Town of Ridgeland has expressed strong interest in adding senior housing, which is currently lacking.
- Discussions with the developer are ongoing.

2026 LIHTC Applications (Low-Income Housing Tax Credit)

- Four preliminary applications submitted: three in Beaufort County, one in Jasper County
- All four received favorable preliminary self-scores.
- Developers include:
 - Kevin Connelly
 - David Bennett
 - David Cox
 - Dustin Mills
- Preliminary scoring results expected in April 2026.

Workforce Housing Directory Website

- BJHT's new online workforce housing directory is nearing completion.
- The platform will provide centralized access to local workforce and affordable housing opportunities.
- The site is expected to launch soon.

City of Beaufort Home Repair Program

- Five homes have been selected under the City of Beaufort/BJHT partnership.

- Repairs are expected to begin within two weeks and be completed within approximately 90 days.
- There is potential to add a sixth or seventh home depending on final repair costs.
- Of 23 total applications:
 - 17 were from Zone 1 (Northwest Quadrant/downtown area).
 - 2 approved applications were from Zone 3 (Mossy Oaks).
- The City contributed funding; BJHT partnered in program design, applicant vetting, and oversight.
- Charlie Heyman, part-time Construction Manager, is managing scopes of work and contractor coordination.
- All work will be permitted and inspected by the City.
- BJHT provides oversight and scope development, not direct construction services.
- Staff anticipates expanding similar models to other municipalities.

State Housing Trust Fund Repair Program

- BJHT is preparing to implement state-funded home repair projects across Beaufort and Jasper Counties.
- Maximum assistance per home: \$75,000.
- One Jasper County project is nearing qualification.
- One Beaufort County project was discontinued due to prior state funding and land use restriction refusal.
- Anticipated increase in travel and oversight activity across both counties.

Black Chamber Restructuring

- The Black Chamber is restructuring to become an independent nonprofit.
- They operate a home repair program and have approached BJHT to discuss potential partnership opportunities.
- Discussions are preliminary.

National Recognition

- BJHT was contacted by an organization in Wisconsin seeking guidance on replicating the housing trust model.
- Representatives may visit to learn more about BJHT's structure and operations.

At the conclusion of the Executive Director's report, it was determined that a quorum was present. Vice-Chair Davis asked for a motion to approve the Consent Agenda. The motion was made by Wendy Zara and seconded by Christian Kata. The motion was approved unanimously.

Committee Reports

Governance Committee Report - Ashley Feaster, Committee Chair

New Board Appointment

- Town of Hilton Head appointee, Karl Brondell, was welcomed and introduced.
- Governance Committee unanimously recommended approval.
- Board members introduced themselves.

Motion to Approve Appointment: Passed unanimously

Election of Board Chair

- Resignation of prior Chair acknowledged (remaining on board).
- Ashley Feaster nominated as Board Chair and unanimously recommended by Governance Committee.

Motion to Elect Ashley Feaster as Chair: Passed unanimously

Newly elected Chairwoman Feaster took the opportunity to thank outgoing Board Chairman, Dick Stewart, for his service to BJHT, although he was unable to attend today's meeting.

Bylaw Revisions

Revisions were unanimously approved by Governance and include:

- Clarification that staff (including CFO) are non-voting.
 - Alignment of board member terms: Oversight members: calendar year and At-large members: fiscal year.
- Attendance policy revised from mandatory removal ("will") to discretionary ("may") after three missed meetings.
- Officers serve two-year terms, eligible for one additional term.

- Chair authorized to appoint committee members as voting participants.

Motion: Approved

Vote: Unanimous

Board Meeting Schedule Discussion

- Concerns raised regarding Monday morning meeting times.
- Staff to distribute poll to assess alternative dates/times.
- Governance Committee to review results and report back

Finance Committee Report - Christian Kata, Committee Chair

Vehicle Purchase Proposal

- Proposal presented to purchase a used van (~\$9,000-\$10,000) to support home repair program operations.
- Intended uses:
 - Transport ladders and materials.
 - Site visits and inspections.
 - Beaufort and Jasper County travel.
- Insurance coverage confirmed.
- Board discussion focused on:
 - Liability
 - Contractor vs. operational shift
 - Need for formal policies
- Recognition that BJHT is evolving from a funding-only model to more operational oversight.

Action Taken:

- Purchase delayed.
- Staff to develop the following and send to Governance Committee for approval:
 - Formal job description for construction oversight role.
 - Vehicle use policy.
- Item to return for board consideration.

Programs Committee

- No January meeting.
- Committee to resume regular schedule in March.

Community Education & Outreach Committee - Tom Henz, Committee Chair

- First meeting held.
- Members: Christine Raetsch (Board), Christie Turner (United Way), Travis Fortson (Ameris Bank), Anne Caywood (Lowcountry Legal Volunteers)
- Mission: Expand awareness of BJHT programs and funding impact.
- Plan to provide semi-annual updates to funding municipalities.

Hearing no further business to discuss, Chairwoman Feaster asked for a motion to adjourn at 10:59am. Karl Brondell made the motion and Matt Davis seconded. The motion passed unanimously.

Summary of Actions Taken During Meeting

1. Approved the consent agenda, including: December 15 meeting minutes and November and December financial reports.
2. Approved Hilton Head Island Appointee, Karl Brondell.
3. Elected Ashley Feaster as Board Chair following the prior chair's resignation from the chair role.
4. Approved bylaws revisions.
5. Deferred the vehicle purchase decision until governance policies are developed and brought back to the board (job description + vehicle use policy).