



## MARQUETTE HOUSING COMMISSION

### Board Meeting Minutes January 11, 2017

The meeting was called to order by Chair Kruhak at 5:32 pm.

1) Roll Call

PRESENT: Kruhak, Smith, Lankinen, Norberg, Maki and Hurley

ABSENT: None

2) APPROVAL OF AGENDA: A motion was made by Lankinen, seconded by Norberg to approve the agenda by adding Nominations of Officers to Old Business 8) (b). Motion passed unanimously.

3) APPROVAL OF PREVIOUS MEETING MINUTES: A motion was made by Lankinen, seconded by Smith by to approve the December 21, 2016 minutes. Motion passed unanimously.

4) PUBLIC COMMENT: None

5) Consent Agenda:

(a) Executive Director's Report: E.D. has been looking at companies who can come in to give us a financial review at no cost. Discussion regarding a report with the analysis be made. Three years of financial statements have been sent out for review. Paying unfunded liability verses investing in housing. Review the physical needs at the next meeting. Commissioners agreed if a payment for a financial review is needed, it is acceptable.

LAKE SUPERIOR VILLAGE:

Youth & Family Center is requesting extra monies for kids when there is a snow day and they close the Y&F and go to the YMCA. All decided against the request.

Safety Grant: Camera installation will begin soon.

Insurance Claim: Unit has been requested to be taken off-line with HUD.

Collections: Debts written off for November \$1,466.92. YTD \$3,391.54. Amounts written off that we have collected for November \$300.00. YTD \$1,743.09.

PINE RIDGE:

Fire Alarm System: Bid has not been officially awarded. The architect is still reviewing the documents. Boilers have been worked on.

Collections: Debts written off for November \$464.00. YTD \$464.00. Amounts written off that we have collected for November \$221.24. YTD \$3,437.00.

E.D. attended the North Central Regional Council in Chicago.

MIOSHA: We will be working with the packets to assess our current risk areas.

(b) Financial Statements- Legal expenses questioned for CC.

(c) Cash Position Statement: No questions



(d) Approval of Checks (Current and previously issued): Ann Arbor check questioned.  
(e) Housing Choice Voucher Progress Report: Number of active vouchers explained.  
HAP reserves explained.  
(f) Pine Ridge: Tenant Account Report: No questions.  
(g) Lake Superior Village Report: Waitlist is short.  
A motion was made by Lankinen, seconded by Smith to approve the Consent Agenda.  
Motion passed unanimously.

6) Tenant Accountant Receivable Write Offs:

(a) Pine Ridge -\$194.30

(b) Lake Superior Village- \$1,466.92

A motion was made by Lankinen, seconded by Norberg to approve the Write Offs.  
Motion passed unanimously.

7) Communication: Letters written to our Service Coordinator for the Christmas items they received.

8) Old Business:

(a) Executive Director Contract: The changes were discussed. A motion was made by Lankinen, seconded by Norberg to approve the contract. Motion passed unanimously.

(b) Nominations: Kruhak was nominated as President. No other nominations. Igor called the vote AYES: All NAYES: None.

Lankinen and Smith nominated as Co-Chair. Open vote was cast. Smith was voted in by tie breaker made by Commissioner Norberg. Passed.

(9) New Business:

(a) Resolution 2017-3 Operating Budgets: A motion was made by Lankinen, seconded by Norberg to approve Resolution 2017-3. Motion passed unanimously.

(b) Resolution 2017-4 Central Office Cost Center Budget: A motion was made by Lankinen, seconded by Norberg to approve Resolution 2017-4. Motion passed unanimously.

(10) Commissioner Comments: Smith-None. Lankinen-Thankful for the refreshments. Norberg-None. Kruhak-Concentrate on Financials. Project Managers are doing a great job. Service Coordinator is doing a great job.

PUBLIC COMMENT: None

Kruhak adjourned the meeting at 6:44 pm.

President: \_\_\_\_\_

Igor Kruhak

Executive Director: \_\_\_\_\_

Sharon Maki

Minutes, Susan Hurley

2/8/17