

MARQUETTE HOUSING COMMISSION

Board Meeting Minutes

April 12, 2017

The meeting was called to order by Kruhak at 5:34 pm.

1) Roll Call

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

ABSENT: None

2) APPROVAL OF AGENDA: Kruhak called for a motion. A motion was made by Lankinen, seconded by Norberg to approve the agenda. Motion passed unanimously.

3) APPROVAL OF PREVIOUS MEETING MINUTES: Kruhak called for a motion. A motion was made by Lankinen, seconded by Norberg to approve the minutes from the previous meeting. Motion passed unanimously.

4) PUBLIC COMMENT: None

5) Consent Agenda:

(a) Executive Director's Report

LAKE SUPERIOR VILLAGE:

Youth & Family Center: Will have a plumber come in to install an air gap so they can receive funding for snacks. United Way gave \$5000.00.

Safety Grant: Two door cameras installed.

Insurance Claim: RFP going out April 14, 2017. Question from Commissioner regarding reason for claims.

PINE RIDGE:

Fire Alarm System: First Contracting will be on site May 1st.

EXECUTIVE DIRECTOR: review of visit to Washington D.C. and how the cuts will effect public housing. Will be able to receive the Capital Funds as allocated due to resolution. Budget is on track as far as where we are in the calendar year.

Breakdown from accountant for each housing program.

(b) Financial Statements: Question from Commissioner regarding the \$12,500.00 donated to Y & F Ctr. We are reporting from five (5) months into the calendar year.

(c) Cash Position Statement: Yearly CD coming up this November 2017. Looking into also paying off the fire alarm system. E.D. to run the amounts the volunteer CPA is giving us and relay the information to the auditor. Question why MERS is not performing as well as expected. We could ask Susan Bohar to come in to explain the actions MERS is taking. Suggestion to visit the idea to use a different CPA to look at our financials. We are looking for an opinion, not an audit. Three Commissioners may go with E.D. to attend the budget conference coming in May. \$100/person for the training.

(d) Approval of Checks (current and previously issued): Several checks were questioned and explanations given.

(e) Housing Choice Voucher Progress Report: No questions.

(f) Pine Ridge: Tenant Account Report: No write offs

(g) Lake Superior Village Report: Two (2) apartments are still not "on-line". Payment agreements good. Write-offs are all going to collections.

Lankinen made a motion, seconded by Smith, to accept consent agenda. Motion passed unanimously.

6) Tenant Accountant Receivable Write Offs:

(a) Pine Ridge -\$00

(b) Lake Superior Village- \$367.81 Discussion regarding those two tenants

Kruhak asked for a motion. Motion was made by Lankinen, seconded by Norberg, to accept the write offs. Motion passed unanimously.

7) Communications: None

8) Old Business:

(a) Review of Robert's Rules of Order in regard to elections. Discussion of how original motion was made. With a tie vote, all voting members must cast a vote. Elections from now on will be by ballot. Nominations need to be done in by-laws. Commissioners agreed to re-do the nominations. Kruhak re-opened nominations for Vice Chairperson. Smith nominated herself. Lank nominated himself. There were no more nominations made. Kruhak closed the nomination. All four Commissioners voted. E.D. collected vote. Kruhak called the ballots. Hurley counted the ballots.

Smith: 3

Lankinen: 1

Kruhak declared Smith as Vice- Chair.

(9) New Business:

(10) Commissioners Comments: Lankinen: Fourth Tuesday of every month at 5:30 pm new board meeting date. Smith: Would like packet ahead of time. Norberg: None. Kruhak: None.

PUBLIC COMMENT: None

Kruhak adjourned the meeting at 6: 24 pm.

Vice President:


Jenna Smith

Executive Director:


Sharon Maki

Susan Hurley, Minutes