

MARQUETTE HOUSING COMMISSION

Board Meeting Minutes

February 27, 2018

The meeting was called to order by Kruhak at 12:05 pm.

1) Roll Call

PRESENT: Kruhak, Schumacher, Lankinen, Cerioli, Norberg and Maki

2) APPROVAL OF AGENDA: A motion was made by Lankinen, seconded by Norberg to approve the agenda. Discussion to add election of vice-chair to the agenda as item 8)
(b). Motion passed unanimously with additional item.

3) APPROVAL OF PREVIOUS MEETING MINUTES: A motion was made by Schumacher, seconded by Lankinen to approve the January 23, 2018 minutes. Motion passed unanimously.

4) PUBLIC COMMENT: None

5) Consent Agenda:

(a) Executive Director's Report: Maki reviewed presented report. Maki discussed one master key for every lock throughout MHC. Kruhak asked who has masters and Maki informed him all staff has a master. Kruhak expressed concern about every staff member having access to everything. Maki will review with the staff who needs a master and if the number of available master keys can be reduced or more closely monitored.

(b) Financial Statements: Maki indicated where the benchmark percentage was annotated in the statements. Percentages reviewed.

(c) Cash Position Statement: Maki reviewed presented report.

(d) Approval of Checks (Current and previously issued reviewed). Maki answered questions regarding presented checks.

(e) Housing Choice Voucher Progress Report: Maki reviewed presented report.

(f) Pine Ridge: Project Performance Reports: Maki reviewed presented report.

(g) Lake Superior Village Report: Maki reviewed presented report.

A motion was made by Lankinen, seconded by Norberg to approve the Executive Director's Consent Agenda. The motion passed unanimously.

6) Tenant Accountant Receivable Write Offs:

(a) Pine Ridge -\$328.00 Lankinen moved, seconded by Norberg to approve the write offs. Motion passed unanimously.

(b) Lake Superior Village- 0. Discussion for future months to combine Pine Ridge and LSV write offs into one amount and make one motion to write off the total.

7) Communication: None

8) Old Business:

(a) Ishpeming Housing Commission-Maki informed the board that the Ishpeming Housing Commission is in search of an Executive Director. Maki proposed MHC present an offer to manage the Commission as an alternative to hiring an ED. Discussed benefits/detriments to MHC for managing another housing commission. Commissioners agree to have Maki submit a proposal to Ishpeming Housing Commission for management.

(b) Vice-Chair: Norberg made a motion to elect Lankinen as Vice-Chair, Cerioli seconded. Lankinen accepted nomination and motion passed unanimously.

(9) New Business: None

10) Commissioners Comments: Lankinen - None. Norberg – None. Schumacher – None. Cerioli - None. Kruhak- None.

11) Public Comment: None

12) Adjournment: Kruhak adjourned the meeting at 12:58 pm.

President:

Executive Director


~~Igor Kruhak~~


Sharon Maki

Sharon Maki, Minutes