

MARQUETTE HOUSING COMMISSION

Board Meeting Minutes July 24, 2018

The meeting was called to order by Lankinen at 12:06 pm.

1) Roll Call

PRESENT: Lankinen, Norberg, Schumacher, Maki and Hurley

ABSENT: Kruhak & Cerioli

2) **APPROVAL OF AGENDA:** A motion was made by Schumacher, seconded by Norberg to approve the agenda. Motion passed unanimously.

3) **APPROVAL OF PREVIOUS MEETING MINUTES:** A motion was made by Norberg, seconded by Schumacher to approve the June 26, 2018 minutes. No questions or comments. Motion passed unanimously.

4) **PUBLIC COMMENT:** None

5) **Consent Agenda:**

(a) **Executive Director's Report:**

LAKE SUPERIOR VILLAGE:

Youth & Family Center: Executive Committee will be meeting with Jenna to discuss what the YMCA board has decided to do moving forward. Until an agreement is in place, no funding will be provided. Need to know what services will be offered. Y&F board wants a solid program established. Other avenues will be visited.

Sewer Project: JD Fisher contracted with Beauchamp Plumbing and the scoping was completed. Commissioner Schumacher suggested slab-jacking for the floors. Ground was settling, but the slab was not. We are waiting for prices for replacing slabs. Duct liners suggested for heat flow.

PINE RIDGE:

Roofs: Anticipating to receive three bids. Completion date now set for November 14, 2018. Bid opening to start July 26, 2018.

Lowe's Hero Project: Heidi and E.D. met with Lowes to discuss the project. Start date set for September.

EXECUTIVE DIRECTOR:

Service Coordinator Grant: Kendra and E.D. working on grant proposal.

RAD: Received two responses and CSG was chosen. Conference scheduled for 7/18/18.

NAHRO:

Summer Conference: Attending in San Francisco and will be accepting the NAHRO Innovation Award.

MI NAHRO Summer Meeting: Was held July 20th in Gregory, MI. E.D. prepared and presented Small Agency and Homeless reports.

(b) Financial Statements: Materials for LSV will probably be under. Auditing questioned at 100% because it is a one time deal. Excess utilities questioned. It is due to air conditioners at PR. Recreational services for LSV will be reviewed. Interest income is making money off of the CD's. Insurance higher in CC.

(c) Cash Position Statement: Reviewed and looks good.

(d) Approval of Checks (Current and previously issued reviewed.)

(e) Housing Choice Voucher Progress Report: Above budget, but it will be dropping.

(f) Pine Ridge: Project Performance Reports: Reviewed and no comment.

(g) Lake Superior Village Report: Norberg questioned why water at LSV less, but sewer is higher. It is because of the parking lot at PR. High movement due to summer time. E.D. keeping a close eye on keeping the units filled.

Schumacher moved, seconded by Norberg to approve the Executive Director report. Motion passed unanimously.

6) Tenant Accountant Receivable both Write Offs:

(a) Pine Ridge - \$104.92

(b) Lake Superior Village- \$0

Schumacher moved, seconded by Norberg to approve the write offs. Motion passed unanimously.

7) Communication: E.D. asked those Commissioners who have not done the training if they would like to attend.

8) Old Business:

(a) RAD RFQ

(9) New Business: None

10) Commissioners Comments: Norberg – None, Schumacher – Suggested writing a letter to address a non-profit needs to be done regarding holding funds, Lankinen – Likes Schumacher idea.

Schumacher made a motion, seconded by Norberg to provide the letter. Motion passed.

11) Public Comment:

12) Adjournment: Lankinen adjourned the meeting at 12:56 pm.

Vice President:


Jorma Lankinen

Executive Director:


Sharon Maki

Susan Hurley, Minutes