

MARQUETTE HOUSING COMMISSION
BOARD MEETING MINUTES
September 27, 2022

The meeting was called to order by President Lankinen at 12: 01pm.

- 1) Roll Call
Present: Lankinen, Stark, Metz, Taylor, and Maki
Absent: None
- 2) Approval of Agenda: Motion made by Stark, so moved by Taylor, to approve the agenda as presented.
- 3) Approval of Previous Meeting Minutes: Motion made Stark, so moved by Taylor, to approve the August 23, 2022 minutes.
- 4) Public Comment: None
- 5) Consent Agenda
(a) Executive Director's Report

Staff:

- Two maintenance staff attended the fall MI NAHRO Fair Housing training. They heard about the idea of having detectors that alert staff if someone is smoking or vaping in their rooms.
- Cinnaire, our financing agent, completed the file review at Pine Ridge. All files were error free. All Commissioners were very content with the news. E.D. will be following up to determine how long the leasing staff will need KMG for quality assurance.

Vacancies:

Lake Superior Village: 1 – 3 bed room (to be filled this week)
Pine Ridge Apartments: 1 1-bed room (to be filled on Friday)

Executive Director:

- Continue to work gathering documents for the final closing for the loan. MSHDA is stating the review for the loan should be done in October. They are reviewing the expenses.
- Developing annual budgets for both properties. They need to be turned in by October 1.
- Finalizing new lease and the house rules with the apartment managers.
- Attended the National NAHRO conference in San Diego. Very good information and more sessions on what MHC is doing with the conversion.
- Attended the Michigan NAHRO conference in Boyne City. Commissioner Taylor gained a lot of information from the material presented. Two points mentioned: 1) Active shooter policy. Would like input from law enforcement.
2) Succession review
- Commissioner Metz thought it was very good.
Questions asked 1) If staff was tested for cannabis. 2) If there is a Commissioner's book available. 3) If could be on the Policy Committee. 4) HOTMA review

- (b) Youth & Family Report – Program is running smoothly.
- (c) Financials – August. Commissioner asked if E.D. is assisted by another party to prepare budgets. They are sent to our accountant for review. This is first completed year in RAD for budget.
- (d) Approval of checks – No questions asked.
- (e) Cash Position Statement – Commissioner Stark asked how much funding MHC needs to operate for the next 20 years. Commissioner Metz suggested a 12 month CD.
- (f) HCV Report – Still need to issue a couple more vouchers.
Motion made by Metz, seconded by Taylor, to approve the Executive Director’s report.
- 6) Communications – None
- 7) Old Business
 - a) Strategic Planning – Commissioners prefer a Saturday workshop. Meeting sight could then be LSV. Suggested session time of seven hours with a lunch provided.
- 8) New Business
 - a) City request for proposals
 - b) Resolution 2022-4 Payment Standards. Motion made by Stark, seconded by Taylor, to approve Resolution 2022-4.
- 9) Commissioner Comments – All spoke about the process of the way information is brought to the meetings for discussion.
- 10) Public Comment – NMU student was pleased to be able to experience the board meeting.
- 11) Adjournment at 1:22 pm

Signature

Date