

City of Monroe Housing Authority Minutes

Date: February 3rd, 2010

Chairperson, Janet Thompson called the monthly meeting of the board of commissioners for the Monroe Housing Authority to order at 4:12 p.m. on February, 3rd, 2010

Present:

Janet Thompson
John Mulhall
Jan Lefevre
Scott Jacobson
Cindy Johnson
Paul Mudgett
Cari Feldt

Special Guest:

Mayor Ron Marsh

Absent:

N/A

Tenants present: Wanda Blum (Tenant Representative)

Approval of minutes from last board meeting:

Jan Lefevre, made a motion to accept the minutes as read.

John Waelti, seconded the motion, passing unanimously

Approval of last months financial report:

Janet Thompson, inquired about the additional spending on paint. Paul stated we are now on third and first floor, painting half way to wall for a different visual affect, instead of installing wainscoting as is on the second floor (main lobby). Assured no outside painters will be hired for this project.

Jan Lefevre, made a motion to accept the Financial Statement as read.

John Waelti, seconded the motion, passing unanimously.

Tenant Concerns:

Tenants may bring up concerns which may be discussed at a future meeting.

Per Wanda Blum, Tenant Representative nothing to report at this time.

Business Open Meeting:

❖ ELECTION OF BOARD OFFICERS (CHAIRPERSON & VICE-CHAIRPERSON)

Jan Lefevre, made a motion to nominate, and elect, Janet Thompson as Chairperson

John Waelti, seconded the nomination to elect, Janet Thompson as Chairperson

Votes were as followed: "AYES" 3 "NAYES" 0

❖ ELECTION OF VICE-CHAIRPERSON

Jan Lefevre, made a motion to nominate and elect, John Mulhall as Vice-Chairperson

John Waelti, seconded the motion to nominate and elect, John Mulhall as Vice-Chairperson

Votes were as followed: "AYES" 4 "NAYS" 0

❖ ANNUAL APPROVALS OF RESOLUTIONS & POLICY APPROVALS

John Waelti, made a motion to approve the Annual Resolutions and Policies as explained by Cindy Johnson, Executive Director, all will stay the same, unless any resolution/ and or policy would require updates/changes.

Jan Lefevre, seconded the motion to approve the Annual Resolutions and Policies as previously explained by Cindy Johnson. Passing unanimously.

➤ Maintenance Updates:

Paul Mudgett, discussed with the board he obtaining bids for re-keying all of Churchill Woods' main doors and apartments. He will discuss the results of the bidding obtained at the next board meeting on March 3rd, 2010. Painting walls on the 3rd floor. Of the 18 storage units constructed in storage room, all but one has been rented.

Depending on future interest in a storage unit, we will obtain tenants names in the office and determine at that time, how many additional would need to be ordered.

Paul Mudgett, Maintenance Director and Cindy Johnson, Executive Director met with Keith the architect, and his electrical engineer who will be overseeing the elevator project on Friday, January, 29th, 2010. Additional drawings were, given for review. Keith will tentatively meet with the Board of Directors at the next board meeting scheduled for March 3^d, 2010, to discuss his plans to proceed.

➤ **Office Updates:**

Cindy Johnson, Executive Director notified the Board she has completed the 5 year PHA plan. It must be posted 45 days prior to the Board's approval. It will be discussed and voted on during the April 7th, 2010 board meeting.

➤ **Apartment status:**

As of this date, we are at full capacity.

BUSINESS PRESENTED BY COMMISSIONERS: May bring up items to be discussed at future meeting.

Next board meeting will take place on March 3rd, 2010 @ 4:00 p.m. Will be held in the Community Room at Churchill Woods Apartments.

Motion to Adjourn was made by Jan Lefevre @ 4:43 p.m.
Seconded by John Waelti, passing unanimously.

Adjourn:

Requests from persons with disabilities who need assistance to participate in this meeting, including need for interpreter, materials in alternate formats, or other accommodations, should be made to the Housing Authority's Office at 608-325-2949 with as much advance notice as possible so the proper arrangements can be made.

Cari L. Feldt
Assistant Executive Director