

## City of Monroe Housing Authority Minutes

**Date: June 2, 2010**

**Chairperson, Janet Thompson** called the monthly meeting of the board of commissioners for the Monroe Housing Authority to order at 4:04 p.m. on June 2, 2010

### **Present:**

Janet Thompson  
Jan Lefevre  
Scott Jacobson  
John Waelti  
Cindy Johnson  
Patricia Pate Ormond

### **Absent:**

John Mulhall

**Tenants present:** Wanda Blum

### **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.

### **Financial Updates:**

#### **Approval of last month's financial report:**

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

Scott Jacobson seconded the motion, passing unanimously.

### **Tenant Concerns:**

Tenant representative may bring up concerns from other tenants, but all concerns will need to follow the proper Grievance Procedure through the Executive Director.

Wanda Blum brought up the fact that the Tenant Club will now be an Activities Club.

### **Business Open Meeting:**

#### ➤ **Maintenance Updates:**

Cindy and Paul reported on new elevator project.

Additional Camera System Project: Jan Lefevre made a motion to accept the bid for the additional camera system from Fuzzy's Audio with the understanding there may be additional costs with additional cameras. John Waelti seconded the motion, passing unanimously.

#### ➤ **Office Updates:**

Cindy explained the New Activity Club vs Tenant Club and some of their new by-laws.

#### ➤ **Apartment status:**

As of this date, we have two units available and two units closed for elevator construction, after one unit was rented starting in July.

### **Closed Session:**

Tenant -Wanda Blum left the room.

Janet Thompson asked for a roll call vote to go into a closed session at 4:20 p.m.

- Jan Lefevre made a motion to go into the closed session.
- John Waelti, seconded the motion.

Votes were as followed:

**"AYES"**- Jan Lefevre, John Waelti, Scott Jacobson, Janet Thompson **"NAYS"**-NONE

***Under Wis. Stats. 19.85(1)(f)***

***Considering financial, medical social or personal histories or disciplinary data of specific persons, preliminary consideration of specific problems or the investigation of changes against specific persons except where par. (b) applies which, if discussion in public, would be likely to have a substantial adverse effect upon the reputation if any person referred to in such histories or data, or involved in such problems or investigations.***

***(Attendance is limited to Housing Authority Board Members, Attorney, and other necessary staff and persons whose presence is necessary for the business at hand.)***

**19.85(1)(c)**

***(c) Considering employment, promotions, compensation or performance evaluations data of any public employee over which the government body has jurisdiction or exercises responsibility.***

***❖ Personnel Business:***

- 1. Annual Employee Reviews were presented to the Board of Commissioners.  
Merit increases were approved by the Board of Commissioners.*
- 2. Results from the Unemployment hearing from 5/20/2010.*
- 3. Results from Tenant issue/HUD/Tammy Baldwin.*

**Motion to go out of CLOSED SESSION at 5:13 p.m.**

- Motion** was made by John Waelti.
- Scott Jacobson**, seconded the motion, passing unanimously.

**Motion to go back into OPEN SESSION at 5:14 p.m.**

- Motion** was made by Jan Lefevre.
- John Waelti**, seconded the motion, passing unanimously.

**Business Presented by Commissioners:**

- Jan Lefevre** made a motion to give the employees a 4% annual merit raise.
- John Waelti** seconded the motion, passing unanimously.

Next board meeting will take place on July 7, 2010 @ 4:00 p.m. This will be held in the Community Room at Churchill Woods Apartments.

**Motion to Adjourn** was made by Jan Lefevre @ 5:16 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.

Patricia Pate Ormond  
Assistant Executive Director