



MARQUETTE HOUSING COMMISSION

Board Meeting Minutes February 8, 2017, 2017

The meeting was called to order by Kruhak at 5:30 pm.

1) ROLL CALL:

PRESENT: Kruhak, Smith, Lankinen, Norberg, Maki and Hurley
ABSENT: None

2) APPROVAL OF AGENDA:

Kruhak called for the motion. A motion was made by Lankinen, seconded by Norberg to approve the agenda, with the addition to adding the Financial Assessment to Old Business.

3) APPROVAL OF PREVIOUS MEETING MINUTES:

Kruhak called for the motion. Discussion by Lankinen regarding tie-breaker vote for Vice Chair. Review of Robert's Rules to be discussed at Old Business at next meeting. A motion was made by Smith, seconded by Norberg to approve the minutes. The motion passed unanimously.

4) PUBLIC COMMENT:

None

5) CONSENT AGENDA

(a) Executive Director's Report:

LAKE SUPERIOR VILLAGE: Youth & Family Center BBBS report with Northern Michigan University has ten LSV children and ten NMU football players involved.

LSV update to redo plumbing and drywall. Two scopes of work. Apartment that flooded will be out of commission for about six weeks. To be bid out. Floor will be looked at same time.

PINE RIDGE: First Contracting has been awarded the Fire Alarm System. All Commissioners agreed no need to have a Skype with auditor. Request for something in writing regarding Summary of recommendations by Commissioner. Another Commissioner wondered if Auditor could do a rough draft for entire board at end of audit.

(b) Financial Statements- Not available

(c) Cash Position Statement: Yearly CD coming up this November 2017.

(d) Approval of Checks (Current and previously issued): Commissioner would like to see which check goes with which AMP. Card member services questioned what it was generally used for. E.D. explained it was for making travel and conference arrangements.



- (e) Housing Choice Voucher Progress Report: Looking to leasing up 2 or 3 vouchers.
- (f) Pine Ridge: Tenant Account Report: Performing very well.
- (g) Lake Superior Village Report: Performing very well.
Kruhak called for motion. A motion was made by Lankinen seconded by Smith, to accept consent agenda. Motion passed unanimously.

6) TENANT ACCOUNTANT RECEIVABLE WRITE OFFS:

- (a) Pine Ridge -\$00
- (b) Lake Superior Village- \$221.00 Discussion that is was for two tenants
A motion was made by Lankinen, seconded by Norberg to except the write offs. Motion passed unanimously.

7) COMMUNICATION:

None

8) OLD BUSINESS:

- (a) Free financial assessment. Comparing different rental housing services.
Compared each individual entities one year financials to the past year. Assets versus depreciation. Request 2016 and how to spend down monies. Do a 4-5 year average. Will revisit this at March meeting.

(9) NEW BUSINESS:

- (a) Resolution 2017-4 Lake Superior Village Smoke Free Policy. No discussion.
A motion was made by Lankinen, seconded by Norberg. Motion passed unanimously.
- (b) Resolution 2017-5 Pine Ridge Smoke Free Policy. A motion was made by Lankinen, seconded by Norberg. Motion passed unanimously.

(10) COMMISSIONERS COMMENTS:

Smith – none. Lankinen-none, Norberg-none, Kruhak-Concentrate on Financials.

PUBLIC COMMENT: None

Kruhak adjourned the meeting at 6:15 pm.

President:


Igor Kruhak

Executive Director:


Sharon Maki

Susan Hurley, Minutes