



MARQUETTE HOUSING COMMISSION

Board Meeting Minutes December 19, 2017

The meeting was called to order by Kruhak at 12:03 pm.

1) Roll Call

PRESENT: Kruhak, Lankinen, Norberg, Maki and Hurley

ABSENT: Cerioli

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

3) APPROVAL OF PREVIOUS MEETING MINUTES: A motion was made by Lankinen, seconded by Norberg to approve the November 28, 2017 minutes. Motion passed unanimously.

4) PUBLIC COMMENT: Smith was grateful for serving on the MHC board. She is finishing a one year term left from Michigan State Representative Cambensy.

5) Consent Agenda:

(a) Executive Director's Report:

LAKE SUPERIOR VILLAGE:

Youth & Family Center: The board is clarifying program issues and procedures.

Finalizing bylaws in January. Kruhak wanted clarification what was happening with the bylaws. We own the building. E.D. is serving on their board.

Security Grant: First Contracting has installed half of the deadbolts.

Department of Health and Human Services: DHHS began holding office hours at LSV. They will hold some hours at Pine Ridge, too.

REAC: Inspection was okay. Two cleanout covers were damaged.

PINE RIDGE:

REAC: Inspector had issues with dead batteries in exit signs and automatic closures did not latch. Some spray paint was on a sprinkler head. E.D. will campaign against the finding.

Negaunee Cable: They are going to install a system so our tenants will receive free internet and the basic television channels (free cable).

EXECUTIVE DIRECTOR:

Service Coordinator Grant: Have not heard anything on the grant.

SEMCO: No new bill yet to compare the rates.

NAHRO: E.D. will be attending quarterly regional meeting in Chicago in January.

(b) Financial Statements: Received the financials. Fire alarm system was not in the budget. An issue is with the Cost Center. Benefits were not calculated correctly in the budget.



- (c) Cash Position Statement: Assets will be pledged.
- (d) Approval of Checks (Current and previously issued reviewed.) Norberg questioned the Window Store and if we rented the copiers.
- (e) Housing Choice Voucher Progress Report: 2 vouchers are still searching. Unfortunately HCV came up 7% short of spending all funds.
- (f) Pine Ridge: Project Performance Reports: Doing well. Pine Ridge is full.
- (g) Lake Superior Village Report: No write offs. Also keeping a good lease up. A motion was made by Lankinen, seconded by Norberg to approve the Executive Director's Consent Agenda. The motion passed unanimously.
- 6) Tenant Accountant Receivable Write Offs:
 - (a) Pine Ridge -\$129.76 Due to an eviction. Lankinen moved, seconded by Norberg to approve the write offs. Motion passed unanimously.
 - (b) Lake Superior Village- \$0 Lankinen moved, seconded by Norberg to approve the write offs. Motion passed unanimously.

7) Communication: None

8) Old Business:

- (a) Strategic Planning Meeting: March 8, 2018 1-5 pm presentation. Location at the Delft to be entertained.
- (b) RAD meeting review and Letter of Intent – received letter that we are on the list.
- (c) First Bank CD (Formerly Northern Michigan Bank)-cashed in and deposited at River Valley.
- (d) E.D. evaluation and raise. Commissioners need to send in their evaluations to the President.

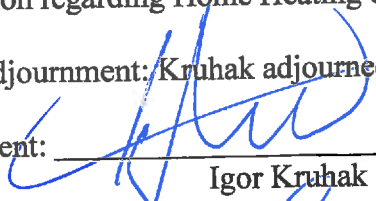
(9) New Business:

- (a) Resolution 2018-3 HCV Utility Allowances. A motion was made by Lankinen, seconded by Norberg to approve the resolution. Motion passed unanimously.
- (b) 2018 board meeting calendar: Commissioners have decided on noon meetings. Conflicts will be addressed as they arise.

10) Commissioners Comments: Lankinen - None. Norberg - None. Kruhak - None.

11) Public Comment: For the tenants to receive internet will be a big financial help. Question regarding Home Heating credit, which is unrelated to the Resolution passed.

12) Adjournment: Kruhak adjourned the meeting at 12:34 pm.

President:  _____
Igor Kruhak

Executive Director:  _____
Sharon Maki

Susan Hurley, Minutes