

Meeting held at the National Parks Realty, Whitefish

Type of meeting: Regular Board Meeting	Staff Present:	Lori Collins, Executive Director
Attendees:	Myrna Fleming, Ralph Ammondson, Sandra McDonald, John Middleton and Bill Mulcahy	
Absent:	Linda Miller - Excused	
Public:	None	

**AGENDA**

**I. APPROVAL OF MINUTES Chair**

The January minutes were adopted.

Motion to Accept by: Bill Mulcahy	Seconded by: Ralph Ammondson
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All voted in favor.

**II. PUBLIC COMMENT**

None.

**III. OLD BUSINESS Chair**

Executive Director Contract / Review:

*Discussion:* A contract was offered and accepted by the executive director. Along with the terms and salary package, the director was offered a merit bonus as recognition for her service. The review will continue at the next meeting.

Five Year Plan

*Discussion:* This item will continue to be on the agenda until the completion of the comment period and the Plan due date of April 17<sup>th</sup>. The discussion of the broad direction of the public housing and the potential capital projects, which began at the January meeting, will continue during this comment period.

**IV. EXECUTIVE DIRECTOR REPORT**

**Lori Collins**

**a. Public Housing**

*Discussion:* The director reported that the MVM is fully occupied. Two vacancies are expected in the next 60 days. There is a waitlist and these apartments will rent fairly quickly. Maintenance is going well and there are no issues to report.

**b. Housing Choice Vouchers**

*Discussion:* The director reported that 16 vouchers are leased up. This program is going well and there is nothing to report at this time.

**c. Financials:**

**1. Current Monthly and Year-to-Date Reports**

*Discussion:* The monthly financial reports were included in the board pack. The following items were discussed:

We are currently at the seven month mark on the budget. The budget is on track for the fiscal year. No specific discussion was had on the current financials as no one had any specific concerns or questions.

**d. Other PHA Business**

**1. Five Year Plan**

*Discussion:* The discussion will be an ongoing discussion until the due date of mid April. Public and resident comment will be accepted throughout the next few months and will be incorporated into the Plan. There was no public or residents in attendance.

**2. WHA By-Laws / Policies**

*Discussion:* A discussion was had regarding the specifics of the By-laws and the Policies of the housing authority specifically related to the number of board members and what the criteria is for board member attendance at the monthly meetings. The director was asked to have a conversation with a board member regarding their commitment to the board and their ability to attend meetings on a regular basis.

<b>V. <u>Homeownership &amp; Development</u></b>	<b>Chair</b>	
<b>a. Update on Current Projects</b>		
None		

<b>VI. <u>OTHER BUSINESS / Commissioner Comments</u></b>	<b>Chair</b>	
<ul style="list-style-type: none"><li>The commissioners asked that the director look into auto insurance and the liability of the housing authority when a staff car is used for business.</li></ul>		

<b>VII. <u>ADJOURN</u></b>		
The meeting adjourned at 6:10 p.m.		

Signature below signifies adoption of the minutes.

 3/18/15  
Executive Director Date

 3/18/15  
WHA Board Chair Date