

Whitefish Housing Authority

**Minutes of Board Meeting
November 18, 2015
4:01 pm Start 5:39 pm Adjourn**

Meeting held at the Mountain View Manor, 100 East 4th Street, Whitefish, MT

Type of meeting: Regular Board Meeting	Staff Present:	Lori Collins, Executive Director
Attendees:	Myrna Fleming, Ralph Ammondson, Robert Fitzgerald, Ben Davis, Alison Young, John Middleton and Bill Mulcahy	
Absent:	None	
Public:	None	

AGENDA

I. APPROVAL OF MINUTES Chair

The October minutes were adopted with two typos noted and changed.

Motion to Accept by: Alison Young	Seconded by: Bill Mulcahy
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All voted in favor.

II. PUBLIC COMMENT

None.

III. OLD BUSINESS Chair

1. Mountain View Manor Thanksgiving

Discussion: The director reminded the board that the tenant Thanksgiving dinner hosted by the board and staff would be held the next day, Thursday the 19th at 2pm. She urged all board members to attend.

IV. EXECUTIVE DIRECTOR REPORT

Lori Collins

a. Public Housing

Discussion: The director reported that the MVM had one vacancy, but an in-house move combining two households created an additional vacancy. These two units are already filled, only waiting for the apartments to be readied for occupancy. A third vacancy is expected by next month, but a tenant should be found from our waitlist. These continuing turnovers are putting a lot of strain on staff to get them done along with all the other work needed at this time of year.

b. Housing Choice Vouchers

Discussion: The director reported that 16 vouchers are leased up.

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:

Public Housing:

- After some discussion, noting that the budget is on track, the director pointed out the overage in: 4210 Tenant Services - this is due to the installation of the wireless system at the MVM. This will require a budget adjustment at year end.
Of note was the overall budget income was over budget by 17.8%

Homeownership & Development:

- The budget as a whole is on track noting that the income is over budget by approximately 50%.
- The director reminded the board that the expenses for these programs are allocated on a quarterly basis. Therefore, they will appear to be over during the budget cycle.

