

Whitefish Housing Authority**Minutes of Board Meeting****April 20, 2016****4:01 pm Start 5:00 pm Adjourn**

Meeting held at the Mountain View Manor, Whitefish

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

AGENDA**I. APPROVAL OF MINUTES Chair**

The March minutes were adopted with one typo noted.

Motion to Accept by: Ralph Ammondson

Seconded by: Bill Mulcahy

All voted in favor.

II. PUBLIC COMMENT

None

III. OLD BUSINESS**Chair****1. Commissioner Handbooks:***Discussion:* Supplied were needed to assemble the handbooks and it was decided that a work/assembly day will need to be scheduled.**IV. EXECUTIVE DIRECTOR REPORT****Lori Collins****a. Public Housing***Discussion:* The director reported that the MVM had no vacancies. All was good in the building.**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:

PHA:

- The director stated that the overage in the 4110 Admin Salary budget was due to bonuses and the training of the new MVM manager
- The director reported that the overage in the 4410 Labor budget was due to the training of the new maintenance person.
- The director stated that the overage in the 4210 Tenant Services were for un-budgeted items such as a tenant bbq, Thanksgiving dinner and the wi-fi in the building.

No discussion was had on the HO&D budget.

d. Other PHA Business**1. By-Laws***Discussion:* This discussion was tabled until next meeting. The director asked that Alison bring in her comprehensive notes from which the director will type up and submit for approval.

V. <u>Homeownership & Development</u>	Chair	
a. Update on Current Projects		
<ul style="list-style-type: none"> <u>WF Crossing</u>: The director reported that the Draft Covenant Agreement had been drawn up and was going through some additional changes. At issue is the rental amount for the three bedroom units. Hopefully this will be wrapped up and submitted soon. 		

VI. <u>OTHER BUSINESS / Commissioner Comments</u>	Chair	
<ul style="list-style-type: none"> The director reported that she will be working on the PH/HCV budget if it arrives from the Fee accountant and if not, she will begin work on the HO&D budget. 		

VII. <u>ADJOURN</u>		
The meeting adjourned at 5:00 p.m.		

Signature below signifies adoption of the minutes.

Le Collins 5/18/16
 Executive Director Date

Mynna J. Fleming 5/18/16
 WHA Board Chair Date