

**HOUSING AUTHORITY OF THE CITY OF GUTHRIE
BOARD OF COMMISSIONERS- MINUTES OF MEETING
JANUARY 19, 2017 - 6:00 p.m.**

(VOTE LEGEND: Y = YES; N = NO; A = ABSTAIN; ABSENT)

1. **CALL TO ORDER:** Chairman Wyskiel called the meeting to order at 6:09 p.m.
ROLL CALL / DECLARATION OF QUORUM
PRESENT: Chairman Wyskiel
Vice-Chairman Davis
Commissioner McClin
Commissioner Donosso
Commissioner Fryar
Jennifer Ricker, Executive Director/Board Secretary
ABSENT: None
OTHERS IN ATTENDANCE: None
Chairman Wyskiel declared a quorum.
2. **RESOLUTION NO.17/01-001: REQUESTS APPROVAL OF MINUTES OF MEETING ON DECEMBER 15, 2016.**
Commissioner Fryar made a motion and Commissioner Donosso seconded to **APPROVE** the minutes as presented. All Approved.
VOTE: Davis – Y, Donosso -Y, Fryar-Y, McClin-Y and Wyskiel–Y
3. **OLD BUSINESS - None**
4. **EXECUTIVE DIRECTOR’S REPORT:**
The E.D.’s Monthly & Annual Report is a part of the Board’s Packet. Jennifer went over the reports with the Board Members. Also included is the Occupancy Report for the prior month’s lease-up and move-out activity and application intake numbers; as well as the CFP project (siding) status information and Annual Summary Statistics Report for 2016.
5. **RESOLUTION NO. 17/01-002: REQUESTS APPROVAL OF THE FINANCIAL REPORTS FOR DECEMBER 2016 (BANKING; INCOME/EXPENSES; BANK RECONCILIATION WITH ACCOUNTS PAYABLE DETAIL)**
Commissioner Donosso made a motion and Commissioner McClin seconded to **APPROVE** the Financial Reports as presented. All Approved.
VOTE: Davis – Y, Donosso -Y, Fryar-Y, McClin-Y and Wyskiel–Y
6. **RESOLUTION NO. 17/01-003: REQUESTS APPROVAL OF GHA’S FYE 3/31/2016 AUDIT REPORT FOR BOTH PUBLIC HOUSING AND RURAL DEVELOPMENT PROGRAMS AS COMPLETED BY MIKE ESTES, PC/AUDITOR.**
Commissioner Donosso made a motion and Commissioner Fryar seconded to **APPROVE** the Audit Report as presented. All Approved.
VOTE: Davis – Y, Donosso -Y, Fryar-Y, McClin-Y and Wyskiel–Y
7. **RESOLUTION NO. 17/01-004: REQUESTS APPROVAL OF THE TAR’S (former Tenant Accounts Receivables) CHARGE-OFFS/BAD DEBTS FOR THE PUBLIC HOUSING PROGRAM THRU 1/17/2017.**
Vice-Chairman Davis made a motion and Commissioner Donosso seconded to **APPROVE** the TAR’s Charge-Offs as presented. All Approved.

VOTE: Davis – Y, Donosso -Y, Fryar-Y, McClin-Y and Wyskiel–Y

8. RESOLUTION NO. 17/01-005: ANNUAL ELECTION OF THE GHA BOARD CHAIRMAN & VICE-CHAIRMAN

Nominations were made by Commissioner Donosso and seconded by Commissioner McClin to maintain Scott Wyskiel as Chairman and Laurel Davis as Vice-Chairman, **ALL APPROVED.**

VOTE: Davis – Y, Donosso -Y, Fryar-Y, McClin-Y and Wyskiel–Y

9. PUBLIC COMMENTS – None

10. NEW BUSINESS: None

11. COMMISSIONER INPUT & PARTICIPATION: None

12. ADJOURNMENT

At 6:45 p.m., Vice-Chairman Davis made a motion and Commissioner Donosso seconded to **ADJOURN** the meeting. All Approved.

VOTE: Davis – Y, Donosso -Y, Fryar-Y, McClin-Y and Wyskiel–Yes

RESOLUTION NO. 17/02-006 APPROVES MINUTES OF THE JANUARY 19, 2017 MEETING.

APPROVED THIS 16TH DAY OF February, 2017.

SCOTT E. WYSKIEL, CHAIRMAN

SEAL

ATTEST:

JENNIFER K. RICKER, SECRETARY/EXECUTIVE DIRECTOR