

**HOUSING AUTHORITY OF THE CITY OF GUTHRIE
BOARD OF COMMISSIONERS- MINUTES OF MEETING
DECEMBER 15, 2016 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 6:04 p.m.

ROLL CALL / DECLARATION OF QUORUM

PRESENT: Chairman Wyskiel

Commissioner McClin
Commissioner Donosso
Commissioner Fryar
Jennifer Ricker, Executive Director/Board Secretary

ABSENT: Vice-Chairman Davis

OTHERS IN ATTENDANCE: None

Chairman Wyskiel declared a quorum.

2. **RESOLUTION NO.16/12-035: REQUESTS APPROVAL OF MINUTES OF MEETING ON NOVEMBER 17, 2016.**

Commissioner Donosso made a motion and Commissioner Fryar seconded to **APPROVE** the minutes as presented. All Approved.

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

3. **OLD BUSINESS** - None

4. **EXECUTIVE DIRECTOR'S REPORT:**

The E.D.'s Monthly 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 (November) lease-up and move-out activity and application intake numbers; as well as the CFP status information and pictures of Re-siding Project.

5. **RESOLUTION NO. 16/12-036: REQUESTS APPROVAL OF THE FINANCIAL REPORTS FOR NOVEMBER 2016 (BANKING; INCOME/EXPENSES; BANK RECONCILIATION WITH ACCOUNTS PAYABLE DETAIL)**

Commissioner McClin made a motion and Commissioner Donosso seconded to **APPROVE** the Financial Reports as presented. All Approved.

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

6. **PUBLIC COMMENTS** - None

7. **NEW BUSINESS:** None

8. **COMMISSIONER INPUT & PARTICIPATION:** None

9. **ADJOURNMENT**

At 6:25 p.m., Commissioner Donosso made a motion and Commissioner McClin seconded to **ADJOURN** the meeting. All Approved.

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

RESOLUTION NO. 17/01-001 APPROVES MINUTES OF THE DECEMBER 15, 2016 MEETING.

APPROVED THIS 19TH DAY OF January, 2017.

SCOTT E. WYSKIEL, CHAIRMAN

SEAL

ATTEST:

JENNIFER K. RICKER, SECRETARY/EXECUTIVE DIRECTOR