

**HOUSING AUTHORITY OF THE CITY OF GUTHRIE
BOARD OF COMMISSIONERS- MINUTES OF MEETING
MARCH 16, 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 6:10 p.m.
ROLL CALL / DECLARATION OF QUORUM
PRESENT: Chairman Wyskiel
Commissioner Donosso
Commissioner McClin
Jennifer Ricker, GHA Executive Director/Board Secretary
ABSENT: Commissioner Davis, Commissioner Fryar
OTHERS IN ATTENDANCE: None
Chairman Wyskiel declared a quorum.

2. **RESOLUTION NO.17/03-010: REQUESTS APPROVAL OF MINUTES OF MEETING ON FEBRUARY 16, 2017.**
Commissioner Donosso made a motion and Commissioner McClin seconded to **APPROVE** the minutes as presented. All Approved.
VOTE: Wyskiel-Y, McClin-Y, Donosso –Y

3. **OLD BUSINESS:**
The following resolutions were tabled at the 2/28/17 Board Meeting to allow for a 30 day comment period:
-RESOLUTION NO.17/02-008: REQUESTS APPROVAL OF GHA’S PET POLICY REVISIONS (ADDRESSING SERVICE/COMPANION ANIMAL PROVISIONS)
Commissioner McClin made a motion and Commissioner Donosso seconded to **APPROVE** the Personnel Policy Revisions as presented. All Approved.
VOTE: Wyskiel-Y, McClin-Y, Donosso –Y
-RESOLUTION NO.17/02-009: REQUESTS APPROVAL OF GHA’S PERSONNEL POLICY REVISIONS.
Commissioner McClin made a motion and Commissioner Donosso seconded to **APPROVE** the Pet Policy Revisions as presented. All Approved.
VOTE: Wyskiel-Y, McClin-Y, Donosso –Y

4. **EXECUTIVE DIRECTOR’S REPORT:**
The E.D.’s Report is a part of the Board’s Packet, Jennifer went over the Monthly report 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 status information.

5. **RESOLUTION NO. 17/03-011: REQUESTS APPROVAL OF THE FINANCIAL REPORTS FOR FEBRUARY 2017 (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: Wyskiel-Y, McClin-Y, Donosso –Y

6. **RESOLUTION NO. 17/03-012: REQUESTS APPROVAL OF GHA's PH AND RD BAD DEBT/FORMER TENANT ACCOUNTS RECEIVABLES (TAR's) WRITE-OFFS FOR FYE 3/31/17**
Commissioner Donosso made a motion and Commissioner McClin seconded to **APPROVE** the resolution as presented. All Approved.
VOTE: Wyskiel-Y, McClin-Y, Donosso –Y
7. **RESOLUTION NO. 17/03-13: REQUESTS APPROVAL OF GHA'S REVISED COMMUNITY SERVICE AND SELF SUFFICIENCY POLICY**
Commissioner McClin made a motion and Commissioner Donosso seconded to **APPROVE** the resolution as presented. All Approved.
VOTE: Wyskiel-Y, McClin-Y, Donosso –Y
8. **RESOLUTION NO. 17/03-014: REQUESTS APPROVAL OF GHA's FYE 2017 PH AND RD REVISED BUDGETS (ACTUALS) AND FYE 2018 PH & RD BUDGETS**
Commissioner Donosso made a motion and Commissioner McClin seconded to **APPROVE** the resolution as presented. All Approved.
VOTE: Wyskiel-Y, McClin-Y, Donosso –Y
9. **PUBLIC COMMENTS** – None
10. **NEW BUSINESS:** None
11. **COMMISSIONER INPUT & PARTICIPATION:** None
12. **ADJOURNMENT**
At 6:05pm, Commissioner Donosso made a motion and Commissioner McClin seconded to **ADJOURN** the meeting. All Approved.
VOTE: Wyskiel-Y, McClin-Y, Donosso –Y

RESOLUTION NO. 17/04-015 APPROVES MINUTES OF THE MARCH 16, 2017 MEETING.

APPROVED THIS 20TH DAY OF APRIL, 2016.

SCOTT E. WYSKIEL, CHAIRMAN

SEAL

ATTEST:

JENNIFER K. RICKER, SECRETARY/EXECUTIVE DIRECTOR