

**HOUSING AUTHORITY OF THE CITY OF GUTHRIE  
BOARD OF COMMISSIONERS- MINUTES OF MEETING  
JANUARY 21, 2016 4:30 p.m.**

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

1. **CALL TO ORDER:** Chairman Wyskiel called the meeting to order at 4:55 p.m.

**ROLL CALL / DECLARATION OF QUORUM**

**PRESENT:** Chairman Wyskiel  
Commissioner McClin  
Commissioner Davis  
Commissioner Donosso  
Jennifer Ricker, GHA Executive Director/Board Secretary

**ABSENT:** None

**OTHERS IN ATTENDANCE:** None  
Chairman Wyskiel declared a quorum.

2. **PUBLIC COMMENTS** – None

3. **RESOLUTION NO.16/01-001: REQUESTS APPROVAL OF MINUTES OF MEETING ON DECEMBER 17, 2015.**

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

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

4. **OLD BUSINESS:** None

5. **EXECUTIVE DIRECTOR’S REPORT:**

The E.D.’s Report (2015 Annual Recap & Monthly) 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 status information.

6. **RESOLUTION NO. 16/01-002: REQUESTS APPROVAL OF THE FINANCIAL REPORTS FOR JANUARY 2016 (BANKING; INCOME/EXPENSES; BANK RECONCILIATION WITH ACCOUNTS PAYABLE DETAIL)**

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

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

7. **RESOLUTION NO. 16/01-003: ANNUAL ELECTION OF BOARD CHAIR & VICE-CHAIR (CHAIRMAN-SCOTT WYSKIEL & VICE-CHAIR-LAUREL DAVIS)**

Commissioner Donosso made a motion and Commissioner McClin seconded to **APPROVE** the chair and vice-chair nominations. All Approved.

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

8. **NEW BUSINESS:**

Due to the newly elected officers, the signature cards at all GHA Banking institutions need to be updated to reflect the new Chair (Scott Wyskiel) and Vice-Chair (Laurel Davis) as well

as continuing with the Executive Director (Jennifer Ricker) and Judy Scheihing (Housing Audit Clerk)

**RESOLUTION NO. 16/01-004: REQUESTS APPROVAL OF THE UPDATED AUTHORIZED CHECK SIGNERS FOR ALL GHA BANK ACCOUNTS:**

Chair (Scott Wyskiel) and Vice-Chair (Laurel Davis)

Executive Director (Jennifer Ricker) and Judy Scheihing (Housing Audit Clerk)

Commissioner Donosso made a motion and Commissioner McClin seconded to **APPROVE** the resolution as cited. All Approved.

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

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

**10. ADJOURNMENT**

At 4:50pm, Commissioner Donosso made a motion and Commissioner McClin seconded to **ADJOURN** the meeting. All Approved.

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

RESOLUTION NO. 16/02-005 APPROVES MINUTES OF THE JANUARY 21, 2016 MEETING.

APPROVED THIS 18th DAY OF February, 2016.

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SCOTT E. WYSKIEL, CHAIRMAN

SEAL

ATTEST:

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JENNIFER K. RICKER, SECRETARY/EXECUTIVE DIRECTOR