

REGULAR MEETING
CHARLEVOIX HOUSING COMMISSION

TUESDAY, JUNE 19, 2018
2:00 P.M.

PINE RIVER PLACE COMMUNITY ROOM

AGENDA:

Call to Order/Roll Call

Additions to the Agenda:

Approval of Prior Meeting Minutes and Expenditures:
PLEASE SEE ATTACHMENTS

Executive Director's Report:
EPC, TRANSITION, YEAR END, STORAGE BUILDING
INFORMATION/SALE

Old Business: NONE

New Business: REVIEW OF FINANCIALS AND SOFTWARE REPORTS

Public Comment:

Adjournment:

CHARLEVOIX HOUSING COMMISSION

210 WEST GARFIELD ST.
CHARLEVOIX, MICHIGAN 49720
(231) 547-5451



PROJECT
PINE RIVER PLACE

Regular Meeting Minutes June 19, 2018

A Regular Meeting of the Charlevoix Housing Commission was called to order by President Crandall at 2:00 pm at Pine River Place, 210 West Garfield, Charlevoix, Michigan.

PRESENT: Lillian Left, Joan Buday, Laurie Crandall, Mitts Lee
ABSENT: Paul Stephan
OTHERS: Kim Johnson, Executive Director & Cindy Morris, Occupancy Specialist

Several residents of Pine River Place

Approval of Meeting Minutes and Expenditures:

President Crandall asked if there were any corrections or additions to the minutes from the May 2018 Regular Meeting and/or the expenditures presented for payment for the current month's bills. A motion to approve the minutes from the May 2018 regular meeting and expenditures as presented was made by Commissioner LEFT and seconded by Commissioner LEE. After a complete discussion, the motion was read and voted on as follows:

Ayes: Left, Buday, Crandall, Lee
Nays: None
Abstentions: None
Absent: Stephan

Motion carries.

Executive Directors Report: Director Johnson presented an update on the EPC report, as well as the agency's progress in training and transitioning in all aspects of operation. Audit Bids were received and the FYE 03/31/218 has been scheduled for the end of June, the selected bidder was John DiPiero. Agency had one vacancy that the staff was working to fill. The agency has to submit information and work up a rental agreement for the rental of the unsold storage building to Greg Whitley until such time as the sale of the building to Mr. Whitley can be approved by the HUD SAC. The agency must complete and include the disposition of the property in the annual plan and submit required documentation to HUD for prior approval. The agency received the legal compliance review letter from Kendal Law Group for the EPC Contract package, we are awaiting HUD's final approval of the contract package and project list to move forward with the EPC.

Old Business: NONE

New Business:

Review of financials and software reports.

No further new business

Public Comment:

President Crandall asked if there were any public comments. One resident called and requested to ask of the Board to reconsider making the campus a smoke free campus and allowing residents to smoke on their patios.

With no further public comments, President Crandall closed the meeting to public comments.

Adjournment:

Commissioner LEFT made a motion to adjourn the meeting at 2:15 p.m. Commissioner LEE seconded the motion.

Ayes: Left, Buday, Crandall, Lee

Nays: None

Abstentions: None

Absent: Stephan

The meeting adjourned at 2:15 p.m. The next regular meeting will be held Tuesday, July 17, 2018 at 2:00 pm in the Pine River Place Community Room located at 210 W. Garfield in Charlevoix. Telephone 231-547-5451. Email info@chvxhousing.org OR Director@mphcstaff.org.



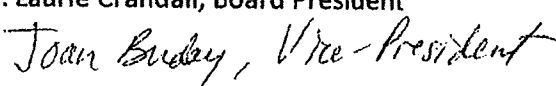
Submitted by: Kim Johnson, Executive Director

July 17, 2018



Approved by: Laurie Crandall, Board President

July 17, 2018


Joan Buday, Vice-President