

HOUSING AUTHORITY MINUTES JANUARY 12, 2021

The Board meeting of the Housing Authority of the City of Clay Center was held January 12, 2021 at 4:00 P.M. in the Conference Room. The following Board Members were present: Cook, Wingerd, Spielman, and Swanson. Member Girton was absent. Member Spielman moved and Member Wingerd seconded the motion to approve the minutes from the December 14, 2020 Board Meeting. Motion carried.

HOUSING AUTHORITY:

Member Wingerd moved and Member Spielman seconded the motion to pay the December checks for Clay Center Housing Authority including checks 24008 through 24035. The total of the vouchers was \$53,855.16. Motion carried.

The December 2020 financial reports including the Balance Sheet, deposits, credit card transactions, journal entries, and payroll breakdown were presented to the Board.

John Kaul gave the Executive Director's Report.

Member Spielman moved and Member Wingerd seconded the motion to pass Resolution 1-2021 voiding check 24022 on the CCHA account. Motion carried.

Member Swanson moved and Member Wingerd seconded the motion to approve Resolution 2-2021 amending the Section 125 Plan to exclusively a Medical Flexible Spending Plan. Motion carried.

Member Wingerd moved and Member Spielman seconded the motion to approve Resolution 3 amending the Employee Handbook to change the pay day to the Tuesday following the end of each pay period. Motion carried.

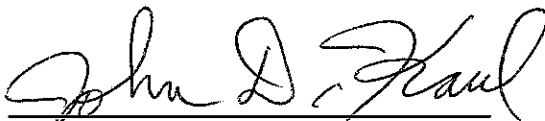
TOLIN TERRACE

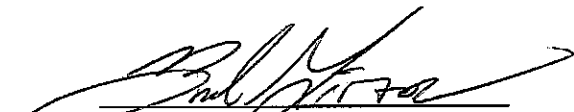
Member Wingerd moved and Member Spielman seconded the motion to pay the December 2020 bills for the Tolin Terrace. The total of the vouchers was \$8,025.94. Motion carried.

The December 2020 financial reports including the Balance Sheet, Profit & Loss actual vs budget, credit card transactions, deposits, and rents were presented to the Board. November 2020 credit card transactions were also presented to the Board.

GENERAL:

As there was no further business, Member Wingerd moved and Member Swanson seconded the motion that the meeting be adjourned. Motion carried.


Secretary


Chairman

