

## HOUSING AUTHORITY MINUTES OCTOBER 19, 2020

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

### HOUSING AUTHORITY:

Member Swanson moved and Member Wingerd seconded the motion to pay the September checks for Clay Center Housing Authority including checks 23992 through 24001. The total of the vouchers was \$34,736.32. Motion carried.

The September 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 and answered questions including changing the management transition plan to hiring a new Executive Director once we are back in an acceptable financial position (\$250,000 or more in combined reserves for the towers and over 90% occupancy of all of our properties combined. This is not expected before the first quarter of FY 2022.

### TOLIN TERRACE

Member Swanson moved and Member Wingerd seconded the motion to pay the September 2020 bills for the Tolin Terrace. The total of the vouchers was \$7,048.04 including checks 5528 and 5529. Motion carried.

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

### GENERAL:

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

  
Secretary

  
Chairman

