

HOUSING AUTHORITY MINUTES SEPTEMBER 14, 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, Cook, Wingerd, and Spielman. Members Swanson absent. Member Cook moved and Member Wingerd seconded the motion to approve the minutes from the August 10, 2020 Board Meeting. Motion carried.

HOUSING AUTHORITY:

Member Wingerd moved and Member Spielman seconded the motion to pay the July and August checks for Clay Center Housing Authority including checks 23971 through 23991. The total of the vouchers was \$218,050.61. Motion carried.

The August 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.

John Kaul presented the Management Transition Plan and there was discussion regarding the Board's responsibility if we contact the property management to a Property Management Company, using a fee accountant instead, and would the employees be the Housing Authority's or the management company's.

Member Wingerd moved and Member Spielman seconded the motion to approve Resolution 9-2020 to void CCHA checks 23986 & 26989. Motion carried.

Member Spielman moved and Member Wingerd seconded the motion to approve Resolution 10-2020 consolidating the tenant charges, smoke detector, mold prevention, and reasonable accommodation policies. Motion carried.

Member Wingerd moved and Member Spielman seconded the motion to approve Resolution 11-2020 consolidating the Drug Free Policy Addendum. Motion carried.

Member Spielman moved and Member Wingerd seconded the motion to approve Resolution 12-2020 revising the Apollo Towers Community Room Use Policy & Lease. Motion carried.

Member Wingerd moved and Member Cook seconded the motion to approve Resolution 13-2020 approving the Clay Center Housing Authority FY 2021 Operating Budget. Motion carried.

TOLIN TERRACE

Member Wingerd moved and Member Spielman seconded the motion to pay the August 2020 bills for the Tolin Terrace. The total of the vouchers was \$6,428.37 including check 5527. Motion carried.

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

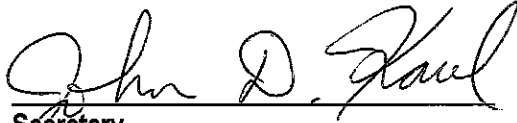
Member Spielman moved and Member Wingerd seconded the motion to approve Resolution 1-2020-T revising the Tolin Terrace Smoking Policy Addendum. Motion carried.

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Member Wingerd moved and Member Cook seconded the motion to approve Resolution 2-2020-T approving the Tolin Terrace FY 2021 Operating Budget. Motion carried.

GENERAL:

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


Secretary


Chairman

