

**HOUSING AUTHORITY MINUTES DECEMBER 5, 2018**

The Board meeting of the Housing Authority of the City of Clay Center was held December 5, 2018 at 4:00 P.M. in the board room. The following Board Members were present: Girton, Wingerd, and White. Members Schwenson and Spielman were absent. Meryl Cook was also in attendance. Member Wingerd moved and Member White seconded the motion to approve the minutes from the November 12, 2018 Board Meeting. Motion carried.

**HOUSING AUTHORITY:**

Member White moved and Member Wingerd seconded the motion to pay the bills for the Housing Authority covering Check No. 23798 through and including Check No. 23808. The total of the vouchers was \$37,079.68. Motion carried.

The November 2018 financial reports including the Balance Sheet, Profit & Loss actual vs budget, deposits, rent rolls, credit card transactions, journal entries, and payroll breakdown were presented to the Board.

John Kaul gave the Executive Director's Report.

Member Wingerd moved and Member White seconded the motion to approve Resolution 9-2018 to write off uncollectible accounts receivable at Parkview Plaza. Motion carried.

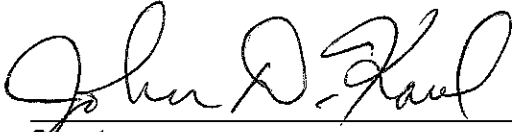
**TOLIN TERRACE**

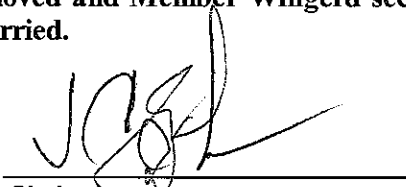
Member Wingerd moved and Member White seconded the motion to pay the bills for the Tolin Terrace covering Check No. 5434 through and including Check No. 5442. The total of the vouchers was \$10,020.14. Motion carried.

The November 2018 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 White moved and Member Wingerd seconded the motion that the meeting be adjourned. Motion carried.

  
Secretary

  
Chairman

