

**Great Falls Housing Authority
Board of Commissioner's Meeting
January 19, 2017**

CALL TO ORDER

The Great Falls Housing Authority Board of Commissioners met at 1500 Chowen Springs Loop on Thursday, January 19, 2017. The meeting was called to order at 12:06 p.m. by Chairperson McCleary.

PRESENT: Mike McCleary, Chairperson, Jim Weber, Vice Chairperson, Cal Gilbert, Commissioner, Joseph Boyle, Commissioner, Tim McKittrick, Commissioner.

ALSO PRESENT: Kevin Hager, Executive Director, Greg Sukut, Deputy Director, Chris Tinsley, Maintenance Supervisor, Cindy Hoscheid, Administrative Assistant.

ABSENT: Marquita Ogawa, Commissioner, Kristy Vandeberg, Commissioner

PETITIONS

EXECUTIVE DIRECTOR REPORT

ADMINISTRATIVE REPORT

AUSTIN HALL FIRE ALARM SYSTEM

The contractor has completed three floors as of 1-13-17. The main level should take about 2 to 2 ½ weeks to complete and the project should be finished by February 1st.

AUSTIN HALL CARPET REPLACEMENT

The hallway carpet on the upper three floors at Austin Hall is being replaced after 20 years of wear and tear.

DUPLEX REMODEL BLDGS 6B & 6C

Staff has been contacting contractors who might be interested in giving proposals for the work and anxiously waiting for the weather to break to request proposals.

FILE CABINET

The Housing Authority Office has an inoperable and discontinued 3 drawer file cabinet that we were going to throw away. A Staff member asked if they could have the cabinet. The Staff member thinks her husband might or might not be able to repair it to make it operable. Staff is asking you to determine this of no value and to allow the Housing Authority to give the file cabinet to the Staff member for their own use. During the discussion, Commissioner Boyle made a motion to approve the authorization to give the file cabinet to a Staff member. Commissioner Gilbert seconded the motion with unanimous voice approval.

OLD BUSINESS

NEW BUSINESS

The December Board minutes were received and reviewed. Vice Chairperson Weber made a motion to approve the minutes as written. Commissioner Gilbert seconded the motion with unanimous voice approval.

2016 Annual Board Meeting Minutes were received and reviewed. Commissioner Boyle made a motion to approve with the amendment to read under title Absent: Joseph Boyle, Chairperson to Joseph Boyle, Commissioner. Vice Chairperson Weber seconded the motion with unanimous voice approval.

Raegen Breeden from Play n Learn Daycare gave an update on the Daycare at Sunrise. Raegen has done an outstanding job with the Daycare and is in the process of getting financing to purchase a building to remodel into another preschool. Reagen will still have the Daycare at Sunrise and has also taken advantage of grants to help educate her Staff.

CenturyLink Pole Rental Agreement was received and reviewed. Discussion was held and Commissioner McKittrick made a motion to approve the Agreement as written. Commissioner Boyle seconded the motion with unanimous voice approval.

Montana's Statewide Affirmative Fair Housing Plan was received and reviewed. Discussion was held and Commissioner McKittrick made a motion to amend the verbiage to read 'I agree to participate in the Plan and intend on executing the agreement in the coming months if the agreement meets with the GFHA Board approval.' Vice Chairperson Weber seconded the motion with unanimous voice approval.

The Board reviewed cash disbursements for the month of December, 2016. Vice Chairperson Weber made a motion to ratify cash disbursements, (see beginning and ending check numbers). Commissioner Gilbert seconded the motion with unanimous voice approval.

BOARD MEMBER REPORTS AND ANNOUNCEMENTS

COMMUNICATIONS

PUBLIC COMMENT

There being no further business to come before the Board, Commissioner Boyle made a motion to adjourn. Commissioner Gilbert seconded the motion. The meeting was adjourned by Chairperson McCleary at 1:16 p.m. The next Board meeting will be held on Thursday, February 16th, 2017 at 12:00 p.m.

Respectfully Submitted By:

Approved By:

Kevin Hager, Secretary

Mike McCleary, Chairperson