

**Great Falls Housing Authority  
Board of Commissioner's Meeting  
February 22, 2024  
12:00 PM**

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**CALL TO ORDER**

The Great Falls Housing Authority Board of Commissioners met on Thursday, February 22, 2024. The meeting was called to order at 12:24 p.m. by Chairperson Rosie Kiernan.

**PRESENT:** Rosie Kiernan, Chairperson, Doug Spence, Vice Chairperson, David Fink, Commissioner, and Rodney Blake, Commissioner.

**ALSO PRESENT:** Greg Sukut, Executive Director, Chris Tinker, Deputy Director, Steve Herford, Maintenance Supervisor, and Carolyn Burg, Administrative Assistant.

**ABSENT:** Megan Farmer, Commissioner, Lyle LaPree, Commissioner and Donna Halbleib, Program Supervisor.

**PETITIONS**

**PUBLIC COMMENT**

**EXECUTIVE DIRECTOR REPORT**

**Building 4-A**

Building 4A in MT 2-1 almost all kitchen cabinets are in. Staff has started with the counter tops. All interior doors are installed. Electric City is installing water heaters and should be able to hook up the furnaces next week. Contractors have started installing stair treads and vinyl base. Work still left to be completed is exterior porches and overhangs.

**Building 5-A**

Construction has started and the work is progressing nicely. Tabacco has been great to work with and they are extremely farther ahead of the last building at this time.

**Insurance Unit**

Hardin Construction has installed the post. The metal siding is about all that is left along with the handrail and rock work.

**CDBG**

The application for CDBG has been submitted. The GFHA is looking for assistance to purchase furnaces.

**Staff**

Maintenance worker that was hired was terminated. We have ran through interviews and anticipate hiring a candidate in the next week.

## **OLD BUSINESS**

## **NEW BUSINESS**

The January minutes were received and reviewed. There was not a quorum present so they will be brought to March 21, 2024 board meeting for approval.

Resolution 1004 – Operating Budgets for All Programs For Fiscal Year Ending March 31, 2025 was received and reviewed. Commissioner Fink made a motion to approve Resolution 1004 as written. Commissioner Blake seconded the motion with unanimous voice approval.

The Board reviewed cash disbursements for the month of January 2024. Commissioner Fink made a motion to ratify cash disbursements for January 2024, (see beginning and ending check numbers). Vice Chair Spence seconded the motion with unanimous voice approval.

## **BOARD MEMBER REPORTS AND ANNOUNCEMENTS**

### **COMMUNICATIONS**

#### **Policy Updates**

Staff asked the board in regards to policy updates. After discussion, the board decided all policy updates or changes are to be addressed on the agenda under communications at board meetings. The board would direct staff on handling policy updates or changes.

Staff also mentioned the Property, Liability Auto insurance coverage renewal is coming up. After a discussion, Vice Chair Spence suggested going out for bids and receiving 3 quotes. He also suggested using separate brokers.

There being no further business to come before the Board, Commissioner Fink made a motion to adjourn. Commissioner Blake seconded the motion. The meeting was adjourned by Chairperson Kiernan at 1:42 p.m. The next Board meeting will be held on **Thursday, March 21, 2024 at 12:00 p.m.**

Respectfully Submitted By:

Approved By:

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Greg Sukut Executive Director

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Rosie Kiernan, Chairperson