

**MERRILL AREA HOUSING AUTHORITY
SECTION 8
BOARD OF COMMISSIONERS
MEETING MINUTES**

Regular Meeting

Tuesday, November 27, 2018

101 E 1st Street 7:00am

- 1. Call to Order:** Chairman Jim Erno called the meeting to order at 7:03am. Motion to excuse Richard Blake, Ex-Officio (Wagner/Kwiesielewicz)
- 2. Roll Call:** Jim Erno Chairman, Paul Wagner Vice Chair, Jill Laufenberg, Nancy Kwiesielewicz, Kevin Cohrs, Paul Russell and Lynn Ross
- 3. Approval of June Meeting Minutes:** Motion to approve (Kwiesielewicz/Wagner). Motion carried
- 4. Approval of Payments:** Executive Director briefed by exception. Motion to approve (Wagner/Laufenberg). Roll call, Motion carried
- 5. Executive Directors Report:**
 - a. Tenant Christmas parties have been scheduled for the week of the 11th & 18th of December. Commissioners are encouraged and welcome to attend the events.
 - b. Tenant social has been scheduled for November 27, 2018 at Stonebridge so the tenants can get to know one another.
 - c. Ballyhoo's has created a new senior menu with posters at Park Place and Stonebridge to give tenants the option to purchase a meal at a reduced cost.
 - d. Blue Jay House #1 is scheduled to be completed by the end of January 2019. The completion of the house is behind schedule do in part to vendors having booked schedules.
 - e. The construction of Blue Jay House #2 is progressing nicely seeing 13 students are participating in the class.
 - f. The city sold the vacant lots and will not be able to provide property for the Blue Jay House #2. The Executive Director will make calls on land for sale to get some prices.
- 6. Old Business**
 - a. Informational handouts distributed for review with no approvals necessary.
 - b. Executive Directors Annual Performance review will be completed at December meeting.
 - c. JT Audit Report will be approved in December's meeting.
 - d. Commissioner Wagner requested an update to the organizational chart.
- 7. New Business**
 - a. Guest speaker Curt Peerenboom from Horizon Construction briefed the Commissioners on the entity structure, operating income and tax credit ownership organizational chart.
- 8. Next meeting date:** Tuesday, December 18, 2018 7:00am – 8:30 am @ 711 E 1st St

Motion to adjourn at 8:20am. (Wagner/Cohrs). Motion carried.