

Dodgeville Housing Authority (DHA) Minutes, December 12, 2018 Meeting

Present: Commissioners Terry Edwards, Jeff Grayson, and Elsa Greene, Executive Director Dianna Cole and guest Lori Olson-Pink of Southwestern Wisconsin Community Action Program, Inc. (SWCAP) Absent: Commissioners Jeff Starr and John Ziehr and Resident Board Member Carla Evans

Chairman Edwards called the meeting to order at 10:20 a.m. Elsa Greene made the motion, Jeff Grayson second, to approve the Certification of Public Notice. Motion passed unanimously.

The Minutes from the October 10, 2018 meeting were reviewed. Elsa Greene made the motion, Jeff Grayson second, to approve the minutes as presented. Motion passed unanimously. Due to a management decision by SWCAP, Tammy Christianson will no longer serve as recording secretary for DHA. Chairman Edwards volunteered to record the minutes in Tammy's absence.

The monthly fiscal report and payment of bills was reviewed. Approval of the report was tabled. The board formed a consensus that a streamlined report showing a monthly balance sheet and profit and loss, with a consistent month-end cut off date would be desirable. Executive Director Cole will work with Tammy Christianson of SWCAP to produce the desired report.

In other business:

- The board asked Executive Director Cole to bring the last budget the Dodgeville Housing Authority sent to HUD for review at our next meeting.
- Executive Director Cole reported one client left the program in the last month and one was added, keeping the number of families served at 55.
- The board reviewed the purchase of service agreement between the City of Dodgeville and SWCAP, dated November 26, 2018. Formal approval of the agreement by the Housing Authority will be placed on next meeting's agenda.
- The date of the next meeting was set for Wednesday, February 13, 2019 at 10:00 a.m.

There being no further business, Elsa Greene made the motion, Jeff Grayson second, to adjourn the meeting at 11:03 a.m. Motion passed unanimously.

Respectfully submitted,

Terry Edwards, Acting Secretary