

PLATTEVILLE HOUSING AUTHORITY BOARD MEETING
June 26, 2018

The regular meeting of the Platteville Housing Authority Board was held on June 26, 2018 at 3:30 p.m. in the GAR Room. Let the records show that the meeting agenda was properly posted according to the Open Meeting Law. A quorum was met. Marilyn Gottschalk, Board Chair, called the meeting to order.

Members Present: Marilyn Gottschalk, Ken Kilian & Christine Wunderlin, Melissa Duve

Members Absent: Paula Langmeier

Others Present: Jen Weber

APPROVAL OF PREVIOUS MINUTES

Motion by Kilian and second by Wunderlin to approve the May 30, 2018 board minutes. Motion Carried.

CLIENT UPDATE

The Board reviewed the current waiting and voucher lists. There are currently 87 families on the waiting list. The month of June 2018 included 12 applications, 4 vouchers were issued, 0 placements, 1 end of participation and a total of 88 current program participants. Motion by Wunderlin and second by Kilian to approve the client update. Motion Carried.

APPROVAL OF VOUCHERS AND OPERATIONAL EXPENSES

Landlord and operational expense checks were reviewed. Motion by Kilian and second by Duve to approve operational checks 2464-2469 and landlord checks 2470-2522. Motion Carried.

OLD BUSINESS

Further discussion was held over updates to the administrative plan. Weber provided the board with a written summary of the changes. Weber updated the board on the program's shortfall progress. Port absorptions helped decrease spending and brought the program out of shortfall within a month. HUD has released us from shortfall restrictions and we will resume voucher issuance.

NEW BUSINESS

The 2017 audit conducted by Johnson Block was reviewed and approved, no significant deficiencies were found. HUD advised us to be sure procedures for shortfall are present in our administrative plan. The board was provided with a copy of PIH-2011-28 for review to decide how we want to implement the process into our administrative plan. Further discussion will be held at the July board meeting. Discussion was held over the need to have a back up to Weber for critical report submissions. Further discussion will be held at the July board meeting.

Motion by Duve and second by Wunderlin to adjourn the meeting. Motion carried.

Respectfully submitted by Jen Weber.