

**PLATTEVILLE HOUSING AUTHORITY BOARD MEETING**  
**October 30, 2018**

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The regular meeting of the Platteville Housing Authority Board was held on October 30, 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, Paula Langmeier & Melissa Duve

**Others Present:** Jen Weber

**APPROVAL OF PREVIOUS MINUTES**

Motion by Kilian and second by Langmeier to approve the September 26, 2018 board minutes. Motion Carried.

**CLIENT UPDATE**

The Board reviewed the current waiting and voucher lists. There are currently 96 families on the waiting list. The month of October 2018 included 11 applications, 1 voucher was issued, 4 placements, 1 end of participation and a total of 90 current program participants. Motion by Langmeier 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 Wunderlin to approve operational checks 2708-2712 and landlord checks 2713-2762. Motion Carried.

**OLD BUSINESS**

Weber contacted other housing authorities to find out their procedures on how they remove and readmit participants in the event of a shortfall. All were very similar. Weber will implement this process into the administrative plan and present it at the November board meeting.

**NEW BUSINESS**

Weber informed the board that the Section 8 Management Assessment Program (SEMAP) file review and inspections need to be done. Dianna Cole will be conducting the SEMAP inspections on 11/8/2018. Board Chair Marilyn Gottschalk will attend. Wunderlin, Duve and Paula volunteered to conduct the SEMAP file reviews. A date will be scheduled soon. Motion by Kilian and second by Duve to go into closed session. Motion by Kilian and second by Langmeier to come out of closed session.

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

Respectfully submitted by Jen Weber.