

**PLATTEVILLE HOUSING AUTHORITY ANNUAL BOARD MEETING**  
**October 27, 2015**

---

The monthly meeting of the Platteville Housing Authority Board was held on October 27, 2015 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 Killian, Melissa Duve, Christine Wunderlin, Liz Throop

**Others Present:** Jen Weber

**APPROVAL OF PREVIOUS MINUTES**

Motion by Killian and second by Throop to approve the September, 2015 regular board minutes. Motion Carried.

**CLIENT UPDATE**

The Board reviewed the current waiting and voucher lists. There are currently 89 families on the waiting list. The month of October, 2015 included 6 applications, 5 vouchers were issued, 5 placements and 3 end of participations. Motion by Throop and second by Killian to approve the client update. Motion Carried.

**APPROVAL OF VOUCHERS AND OPERATIONAL EXPENSES**

Landlord and operational expense checks were reviewed. Motion by Wunderlin and second by Duve to approve operational checks 728-733 and landlord checks 17589-17634. Motion Carried.

**OLD BUSINESS**

Weber informed the board that she will be attending the October 27<sup>th</sup> city council meeting to be available to answer any questions from the council about expanding the PHA's jurisdiction. The council should then decide if they will take action and draft a resolution.

**NEW BUSINESS**

Weber presented the board with a quote from the Housing Data Specialists accounting firm. After discussion the board supported Weber's preference to continue with HABCO at this time. SEMAP inspections and file sampling was discussed. Quality control inspections are being conducted by Heather Bontreger from Dodgeville Housing Authority on November 5, 2015. Throop and Gottschalk volunteered to conduct file integrity reviews on November 4, 2015. Weber informed the board that the State Debt Collection (SDC) program will be complete and running by November 9, 2015. There is potential to collect a total of \$18,223 in old fraud recovery debts, a potential of \$9111.50 for Unrestricted Net Assets (UNA) and \$9111.50 for Net Restricted Assets (NRA). The board was presented with Weber's 2016 employment contract. Three additional federal holidays were requested and approved to be added to the contract. Motion by Killian and second by Throop to approve the 2016 employment contract. Weber gave a brief budget update.

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

Respectfully submitted by Jen Weber.