

PLATTEVILLE HOUSING AUTHORITY BOARD MEETING

Held December 28, 2023, in the Council Chambers

The regular board meeting of the Platteville Housing Authority Board was held on November 31, at 3:45 p.m. in the Council Chambers. Let the records show that the meeting agenda was properly posted according to the Open Meeting Law. A quorum was met. Joyce Bos, Board Chair, called the meeting to order.

Members Present: Joyce Bos, James Wages & Melissa Kelly

Members Absent: Deborah Faherty & Lynne Parrott

Others Present: Jen Weber

APPROVAL OF PREVIOUS MINUTES

Motion by Wages and second by Kelly to approve the November 2023 board minutes. Motion Carried.

CLIENT UPDATE

The Board reviewed the waiting list and voucher lists. There are currently 114 families on the waiting list. The month of December 2023 included 7 applications, 3 vouchers were issued, 1 placement, 0 end of participations and a total of 101 current program participants. Motion by Kelly and second by Wages to approve the client update. Motion Carried.

APPROVAL OF VOUCHERS AND OPERATIONAL EXPENSES

Landlord and operational expense checks were reviewed. Motion by Wages and second by Kelly to approve operational checks 6433-6442 and 6443-6492. Check 1025 was issued for security deposit assistance.

OLD BUSINESS

The board presented Weber with her annual performance review. Action was taken on Weber's 2024 employment contract.

NEW BUSINESS

Weber presented the board with a budget update. As of December 2023, Weber underspent the administrative budget by \$16,190.72. This is much better than projected and was attributed to receiving more fraud and administrative funding by HUD than projected. Underspending each month also contributed to the positive outcome. Weber presented the board with the 2024 operating budget. Motion by Kelly and second by Wages to pass Resolution 2023-3 for the 2024 operating budget.

INFORMATIONAL

Weber informed the board that Sinsinawa Center donated several blankets and pillows to our program.

ADJOURNMENT

Motion by Wages and second by Kelly to adjourn the meeting. Motion Carried.

Respectfully submitted by Jen Weber.