



Lac du Flambeau

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Housing  
Authority

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## CHA Board of Commissioners Board Meeting Minutes September 13, 2012

Meeting called to order at 4:00 p.m.

Present: Vince St. Germaine (President), Albany Potts, Jr. (Vice-President), Wendy Diver (Secretary/Treasurer), and Elmer Risingsun. Absent: Charles "Gus" Theobald (excused).

Others Present: Marilyn Miller (Executive Director) and Eric Lochen.

I. Chairman's Report: Rural Development meeting with CHA (Sept. 13, 2012): Overview of the Three (3) year Supervisory Review provided today with details to be provided to CHA soon.

- A. Motion by Elmer to formulate an immediate Action Plan to address the Supervisory Review report by October 5, 2012, well in advance of the October 15 deadline; second by Albany Potts, Jr.; motion carried.
- B. Motion by Elmer to authorize day laborers (full-time temporary workers) to meet the Board's goal of reducing the number of vacant CHA units to 5 or less by Dec. 15, 2012; second by Albany; motion carried.

II. Treasurer's Report: Annual Budgets for CHA and its six (6) housing projects.

- A. Elmer motions to retract the rent increases and notices issued by LDF CHA Finance Office on August 31, 2012; motion second by Albany; motion carried.
- B. Elmer motions to direct the CHA Finance Officer to bring for the Board's review: new proposed budget revisions which spread out any proposed rent increases and with the final ultimate goal of minimizing financial burden to LDF CHA tenants; second by Albany; motion carried.

III. Secretary's Report:

- A. Motion to approve July 5, 2012 minutes by Elmer, second by Albany; motion carried.
- B. Motion to approve July 16, 2012 minutes by Albany, second by Elmer; motion carried.
- C. Motion to approve July 17, 2012 minutes with correction (correction in spelling Risingsun) by Albany; second by Elmer; motion carried.
- D. Motion to approve August 27, 2012 minutes by Elmer; second by Wendy; motion carried.
- E. Motion to approve August 30, 2012 minutes by Albany; second by Elmer; motion carried.
- F. Motion to approve September 6, 2012 minutes by Elmer; second by Albany; motion carried.

"Providing healthy, safe, and affordable housing."

IV. Executive Director's Report: HUD-Nahasda fiscal year ending September 30, 2012 with end of year activities and budget clean-up. Requests received for another Fall Clean-up. [The board requests to be placed on the mailing list for the CHA Newsletter.] Updates provided on the Exit Strategy for the Tax Credit units. CHA staffing changes and needs discussed.

[Wendy Diver excused, exits at 6:30 p.m.; quorum still present.]

V. Old Business:

A. Travel/Training:

1. Motion by Elmer to approve travel/training request to send staff (BG/JM/AS/MD) to the NAIHC training on Maintenance Management for training and gather comparative information on what other tribal housing organizations are doing for computerized Inventory Management; motion second by Albany; motion carried.
2. Motion by Elmer to approve travel/training request to send two additional staff to the NAIHC's Housing Admissions & Occupancy training in San Diego in October; motion second by Albany; motion carried.

VI. New Business:

A. Personnel Policies: Albany motioned to update the LDF CHA Personnel Policy to reflect:

1. Direct Deposit of payroll is mandatory for regular full-time LDF CHA employees;
2. Regular full-time employees are required to provide bank or depository information;
3. Payroll deductions are limited to taxes, fringe benefits such as retirement or health premium contributions, tribal or CHA debts, and court-ordered judgements;

Motion is seconded by Elmer and motion carried.

B. Bylaws: As a result of current Board members expressing concern about close family members serving the CHA board in the past, Albany motions to amend the CHA Bylaws to add to the criteria for CHA commissioners, to "exclude immediate family of present board members or CHA employees." Motion was seconded by Elmer, motion carried.

7:00 p.m. Motion to adjourn by Elmer, second by Albany; motion carried.

Respectfully submitted,



Marilyn Miller, Secretary Pro-tem