

**Caldwell Housing Authority
August 18, 2017 Meeting Minutes
At Stewarts Bar and Grill**

Board Members Present: Patricia Benedict, Marisela Pesina, Arnoldo Hernandez, Sid Freeman, Jim Porter, Adam Garcia and Chris Allgood. **Board Members absent:** Estella Zamora

Staff Members Present: Mike Dittenber, Ruben Buenrostro, Rick Legg and Cecilia Flores.

In Order of Business

1. Roll call and call to order:

Arnold Hernandez called the meeting to order at **12:10 p.m.** Arnold asked if there were any changes or amendments to the agenda. He called for a vote on the agenda and Sid Freeman made a motion to approve the agenda, seconded by Patricia Benedict and unanimously approved by the Board at **12:12 p.m.**

2. Review of the June and July 2017 Minutes:

After reviewing the June and July meeting minutes, Patricia Benedict made a motion to accept the June and July minutes as presented, seconded by Sid Freeman and unanimously approved by the Board at: **12:15 p.m.**

3. Review of the July 2017 Financials:

Rick Legg provided a summary of the July 2017 finances. At the completion of his June summary, he provided an explanation about err in the June financials. Sid Freeman made a motion to accept the July financial report, seconded by Marisela Pesina, and unanimously approved by the Board at **12:30 p.m.**

4. Old Business

Mike explained to the Board the time commitment of putting the policy manual together and asked the board to consider a date for the policy review meeting suggested at the July meeting. Marisela Pesina suggested the Board set the meeting date during the September Board Meeting and schedule it sometime in October before the holiday season sets in. Sid Freeman suggested the meeting start mid-morning and only be 4 hours, but would have a hard time making an October meeting.

5. New Business

Mike proposed a 2018 budget to the Board that represented a \$52,000 (or 3.8%) increase. He provided a page-by-page line item review and explained that salaries, insurance, and vehicle repairs were the only increases in the budget. After a short discussion of the future of the

housing authority, Sid Freeman made a motion to approve the 2018 proposed budget, seconded by Jim Porter and unanimously approved by the Board at **1:02 p.m.**

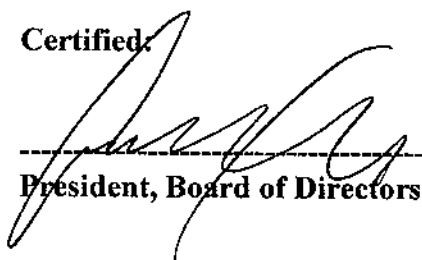
Mike then presented the 2018 rent schedule, which corresponded with the budget and represented a 3% increase (or \$53,000) in rents. Sid Freeman made a motion to approve the 2018 proposed rent schedule, seconded by Adam Garcia and unanimously approved by the Board at **1:15 p.m.**

Subsequent to approving the budget and rent schedule, Sid Freeman updated the Board on pending federal legislation that would directly impact the administration of the farm labor project at Farmway Village. The legislation would give priority to both domestic and foreign farm laborers and redefine farm labor to include milking and dairy operations.

Mike asked the Board to set his salary for the coming year at \$85,800. Sid Freeman made a motion to enter executive session pursuant to Idaho Code to discuss a personnel issue, seconded by Marisela Pesina, and unanimously approved by the Board at **1:17 p.m.** The Board exited executive session at **1:30 p.m.** via motion from Marisela Pesina, a second by Sid Freeman and unanimous approval by the Board at **1:35 p.m.** Following the executive session, Board President Arnold Hernandez thanked Mike for his work as the director and the time he commits to the organization and said the Board had decided to set his salary at the requested amount of \$85,800 effective September 1, 2017.

6. Meeting adjourned at **1:40 p.m.**

Certified:



President, Board of Directors





Executive Director