

**Caldwell Housing Authority  
February 24, 2014 Regular Meeting Minutes  
At Golden Palace**

**Board Members Present:** Patricia Benedict, Beronica Salazar, Sid Freeman and Estella Zamora

**Staff Members Present:** Mike Dittenber, Cheri and Ruben Buenrostro

**In Order of Business:**

**1. Roll call and call to order:**

Patricia Benedict called the meeting to order at **12:07 p.m.**

**2. Review of the Minutes:**

After a short review, Estella Zamora made the motion to approve the December 2013 minutes; seconded by Patricia Benedict; approved by the board at **12:17 p.m.**

There were no minutes for the month of January 2014. There were not enough members to have a quorum to hold a meeting. Special meeting minutes will be emailed out by Mike and postponed to be approved in the March meeting.

**3. Treasurer Financial Report:**

Cheri presented the financial report to the board for the month of December, and the year-ending 2013. Mike explained that CHA was overspent \$8,700 dollars for year 2013 Budget and identified those budget line items that were over-spent.

Patricia asked mike to please provide information about CHA's income and expenses historically. Mike will provide this information at next month's monthly meeting.

With no further discussion Sid Freeman made the motion to approve the December and year-end budget financial report, Seconded by Beronica Salazar; approved by the board at **12:40 p.m.**

**4. New Business**

Mike reported to the board that Idaho Power came out to CHA and discovered some buildings weren't being metered. After Mike discussed the situation with the Idaho Power technician, it was determined that it would be cheaper for CHA pay for all the services on the power pole in question, rather than paying \$5,000 to have the pole re-engineered.

Mike explained to the board all the changes made to the budget at Rural Development's request. Cheri and Mike met and restructured the budget and re-allocated expenses that were not administrative but operational to new categories. The budget was not changed, just restructured.

Cheri presented the January 2014 financial report. In January there was no monthly meeting as there was not enough quorum to hold a regular business meeting.


With no further discussion Estella Zamora made the motion to approve the January 2014 financial report, seconded by Sid Freeman; approved by the Board at **12:58 p.m.**

Mike reported to the board that the government rental assistance (RA) will not be available for the month of February. The congressional bill that allocates funds for projects like CHA just passed. Mike expected administrative delays. The funds are still allocated to CHA, just not available at this time. Mike will report to the Board if the utilization of Reserve funds are necessary.

**5. Adjournment:**

Adjourned at **1:30 p.m.**

**Certified:**

  
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President, Board of Directors



  
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Executive Director