

**Caldwell Housing Authority
November 18, 2013 Regular Meeting Minutes
Golden Palace**

Board Members Present: Phares Book, Patricia Benedict, Sid Freeman, Jim Blacker, and Beronica Salazar.

Board Member Absent: Estella Zamora

Staff Members Present: Mike Dittenber, Alonso Torres, and Cheri Hess

In Order of Business:

1. Roll call and call to order:

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

2. Review of the Minutes:

After review of the October minutes Sid made the motion to approve the October minutes; seconded by Phares and approved by the board at **12:10 p.m.**

3. Treasures Report:

Cheri presented the financial statements to the Board for the month of October. Mike explained the CHA budget is \$5,000 overspent, or by .05% of the total budget. He was optimistic that amount would come into line with year-end projections.

With no further discussion Beronica made the motion to approve the October financial report, seconded by Phares and approved by the Board at **12:30 p.m.**

4. General Discussion:

During the November meeting, there were no actions taking by the Board. General discussion included a wastewater update; discussion about tenant financial literacy training; adult mental health; the need to review CHA policies, bylaws and operating procedures; and cost of living adjustments.

Sid went on the record stating cost of living adjustments should be commensurate with year end balances and that lower amounts should be considered if 2.5% was not possible.

5. Adjournment:

Meeting was adjourned at **1:15 p.m.**

Certified:



President, Board of Directors





Executive Director

Caldwell, Idaho