

**Caldwell Housing Authority
April 21, 2017 Meeting Minutes
At Stewarts Bar and Grill**

Board Members Present: Estella Zamora, Arnolito Hernandez, Marisela Pesina, and Adam Garcia

Staff Members Present: Mike Dittenber, Rick Legg, MaryAnn Valenzuela, and Cecilia Flores.

In Order of Business:

1. Roll call and call to order:

Estella Zamora called the meeting to order at **12:09 p.m.**

2. Review of the March 2017 Minutes:

After reviewing the March meeting minutes, Arnolito Hernandez made a motion to approve the minutes; seconded by Marisela Pesina, and unanimously approved by the Board at **12:10 p.m.**

3. Review of the March 2017 Financials:

Rick Legg, the Financial Officer, provided a summary of the March 2017 finances. Adam Garcia made a motion to accept the March 2017 financial report; seconded by Marisela Pesina; and unanimously approved by the Board at **12:30 p.m.**

4. Old Business

The annual meeting is scheduled for Thursday, June 29th at 4:30pm at the CHA Community Center.

The Board reviewed and took action on four (4) different policies as follows:

Marisela Pesina made a motion to approve the *Probationary Period* policy, as amended, seconded by Adam Garcia and unanimously approved by the Board at **12:58 p.m.**

Adam Garcia made a motion to table the *Responsibility of an Employee* policy until further review, seconded by Marisela Pesina and tabled at **1:10 p.m.**

Estella Zamora made a motion to table the *Sexual Harassment* policy until further review, seconded by Arnolito Hernandez and tabled at **1:20 p.m.**

Adam Garcia made a motion to approve the *Drug Abuse* policy, as amended, seconded by Marisela Pesina and unanimously approved by the Board at **1:35 p.m.**

5. New Business

Third (3rd) annual Farmway Village Carnival. Arnoldo Hernandez made a motion to approve the 2017 carnival at Farmway Village, seconded by Marisela Pesina and unanimously approved by the Board at **1:58 p.m.**

Adjournment:

Meeting adjourned at **1:59 p.m.**

NOTE: Because of time constraints, several items on the agenda had to be postponed to a later meeting.

Certified:

Vice President, Board of Directors



A handwritten signature in black ink, appearing to be "Arnoldo Hernandez", written over a horizontal line.

Executive Director