

Caldwell Housing Authority
April 23, 2021
CHA Community Center and via ZOOM

Board Members Present: Arnolito Hernandez, Jim Porter, Adam Garcia, Estella Zamora, Patricia Benedict, Jarom Wagoner

Board Members Absent: Sid Freeman

Staff Members Present: Mike Dittenber and Cecilia Flores

In Order of Business

1. Roll call and call to order:

Arnold called the meeting to order at **12:04 p.m.**

2. Agenda Approval

Jim Porter made a motion to approve the agenda as presented, seconded by Patricia Benedict and approved by the Board at **12:05 p.m.**

3. Meeting Minutes

Patricia Benedict made a motion to approve the February 2021 Board Meeting Minutes, seconded by Jim Porter and approved by the Board at **12:06 p.m.**

4. Intern collaborative with College of Idaho

Mike spoke to the Board about discussions he has had with staff of the College of Idaho regarding a research collaborative. The college will undertake a student selection process that will place 4 students of various disciplines at Farmway to research housing-related needs of our community. The hard-dollar cost to CHA will be approximately \$25,000 with an additional soft-dollar cost of approximately \$11,000. After some discussion about the benefits of this type of collaboration, Adam Garcia made a motion to approve the collaborative agreement with the condition that CHA had copyrights of all research results, seconded by Jim Porter and approved by the Board at **12:32 p.m.**

5. Cigarette Sales at the Farmway Store

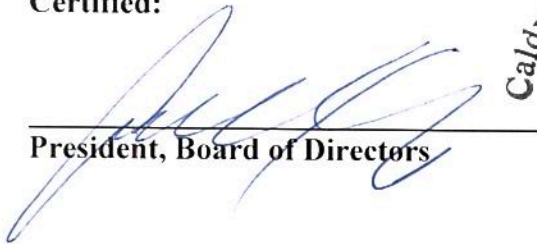
Mike spoke to the Board about the loss of revenues at the Farmway Store because of the tenants who visit the gas station down the road to purchase cigarettes. After some discussion about the pro and cons of selling cigarettes at the store, Patricia Benedict made a motion to allow cigarette sales at the Farmway Store, seconded by Adam Garcia and approved by the Board at **12:49 p.m.**

6. Financial Report

Mike provided the financial report for the month ending March and informed the Board net deposits during the first quarter of the year of the year was \$43,799.00. He also reported CHA was underspent by approximately \$44,000 during that same time-period and that bank deposit were just short of \$1 million for the third month in a row. Mike suggested to the Board a mid-year rent adjustment may be necessary considering the cost of maintenance materials have increased by 300% in the last 8 months and that sustaining our current levels of operations with the existing rent schedule could financially strain the organization during the latter part of the year. Jim Porter made a motion to approve the Financials, seconded by Adam Garcia and approved by the Board at **1:19 p.m.** After approval, Estella Zamora asked Mike to prepare a full Board packet during months there are no meetings and Arnolando Hernandez asked Mike to provide the Board with suggested rent increases for the June meeting.

7. Adjourned at 1:20 p.m.

Certified:



President, Board of Directors





Executive Director