

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

Board Members Present: Arnoldo Hernandez, Estella Zamora, Jim Porter, and Patricia Benedict.

Board Members Absent: Sid Freeman, Adam Garcia, and Jarom Wagoner

Staff Members Present: Mike Dittenber, Leticia Cancax, MaryAnn Valenzuela, Edwin Lara, and Rosario Soto.

Visitors: Jeremy Gallion, Pen State graduate student.

In Order of Business

1. Roll call and call to order:

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

2. Agenda Approval

Jim Porter made a motion to approve the July agenda as presented, seconded by Patricia Benedict, and approved by the Board at **12:14 p.m.**

3. Meeting Minutes

Patricia Benedict made a motion to approve the June 2021 Board Meeting Minutes, seconded by Jim Porter and approved by the Board at **12:15 p.m.**

4. Occupancy and Lease Agreement changes

Mike spoke to the Board about the need to require tenants to come current on their fines and fees prior to annual renewal and certification. Mike indicated several tenants were carrying large repair costs on their accounts. Patricia Benedict made a motion to amend the rent and occupancy policy to require tenant accounts be current when the lease is renewed, seconded by Jim Porter and approved by the Board at **12:35 p.m.**

5. August meeting reschedule

Mike asked the Board to reschedule the August meeting to accommodate staff absences for the annual company campout. Patricia Benedict made a motion to reschedule the August Board Meeting for Thursday, August 26, 2021, seconded by Jim Porter and approved by the Board at **12:37 p.m.**

6. Financial Report

Rosario provided the financial report for the month ending June and informed the Board net deposits for the year of the year was \$124,000. Mike also reported CHA was underspent by approximately \$6,600 during that same time-period and that bank deposit were just short of \$1 million for the sixth month in a row. Patricia Benedict made a motion to approve the Financials, seconded by Jim Porter and approved by the Board at **12:44 p.m.**

7. Adjourned at 1:05 p.m.

Certified:



President, Board of Directors





Executive Director