

**Caldwell Housing Authority**  
**June 28, 2024**  
**CHA Community Center and via ZOOM**

**Board Members Present:** Arnolito Hernandez, Estella Zamora, Patricia Benedict, Adam Garcia, Jim Porter, and Sid Freeman

**Board Members Absent:** Robert Acosta, and Brad Doty

**Staff Members Present:** Mike Dittenber, Teresa Sanchez, Marisela Melchor, and Rosario Soto

**Guests Present:** Dominique Moreno

**In Order of Business**

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

Arnold called the meeting to order at **12:01 p.m.**

**2. Agenda Approval**

Sid Freeman made a motion to approve the June meeting agenda, seconded by Jim Porter, and approved by the Board at **12:05 p.m.**

**3. Approval of the April 2024 Meeting Minutes**

Estella Zamora made a motion to approve the February 2024 meeting minutes, seconded by Adam Garcia, and approved by the Board at **12:07 p.m.**

**4. May financial report**

Rosario Soto provided the financial report and updated the Board on the performance of our high-yield CDs. Patricia Benedict asked about the terms of the CDs and about any penalties for early withdrawal. She suggested splitting deposits into two (2) different CDs may reduce penalties. After some discussion, Patricia Benedict made a motion to approve the financials, seconded by Sid Freeman, and approved by the board at **12:15 p.m.**

**5. Development and Community Liaison position**

Mike provided a summary of the need for someone in the organization to be specifically assigned to seeking funds and contributions through community outreach. Rosario provided additional information about the necessity to consider the position before activities and costs surrounding the Rice House escalated. Adam Garcia and Arnolito Hernandez encouraged Rosario to reach out to people who have had similar roles in the community for advice. Sid Freeman made a motion to approve the new position, contingent on the Board being provided with a job description and salary range, seconded by Jim Porter and approved by the Board at **12:45 p.m.**

**6. Community Contracting Work**

Mike informed the Board that CHA is getting more requests for work from members of the public, specifically senior citizens on fixed income who have substantial home repairs. Mike asked if it was time to consider increasing staff to address the needs of seniors in the community with housing repair needs. Adam appreciated the recommendation but suggested we could go down a rabbit hole quick. Sid Freeman indicated our focus should be on providing affordable housing and not affordable housing repair. Estella expressed concern about the complications that may exist through special payments or funding options for seniors. Although no vote was taken the Board unanimously agreed CHA should remain focused on housing authority-related project.

**7. Adjourned**

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

**Certified:**

  
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**President, Board of Directors**





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**Executive Director**