

**Caldwell Housing Authority**  
**October 21, 2013 Regular Meeting Minutes**  
**Golden Palace**

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

**Staff Members Present:** Mike Dittenber and Ruben Buenrostro

**In Order of Business:**

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

Patricia Benedict called the meeting to order at **12:07 p.m.**

**2. Review of the Minutes:**

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

**3. New Business:**

New order of business was reported first for Estella's benefit because she will have to leave the meeting early. Mike reported to the board members about CHA's monthly Rental Assistance and how it was being affected by the government shutdown. Rural Development usually approves rental assistance by the 17<sup>th</sup> of each month, but their office is shut down. CHA will not be getting its rental assistance on time this month until further notice. Mike asked the board to borrow from the reserve account for October expenses pay back the reserve account as soon as CHA received its Rental Assistance. Sid commented that this is what the account was there for and Phares wanted regular updates about CHA financial situation during the government shutdown.

Sid Freeman made the motion allowing CHA to borrow from reserve account \$38,000, seconded by Estella and approved by the Board at **12:20 p.m.**

**4. Treasurer Financial Report:**

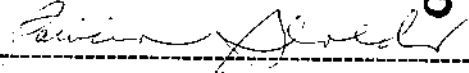
Mike presented the financial statements to the Board for the month of September. Mike explained how CHA is currently \$8,000 underspent. Mike explained that newsletters will be notifying tenants about the effects of the government shutdown and only the most serious repairs would be completed until further notice.

With no further discussion Estella made the motion to approve the September financial report, seconded by Phares and approved by the Board at **12:43 p.m.**

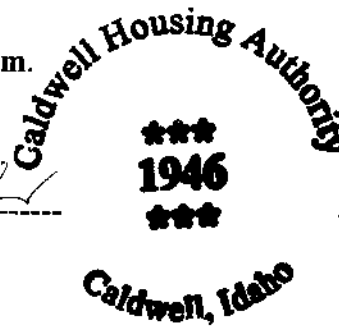
5. Adjournment:

Meeting was adjourned at 12:55 p.m.

Certified:



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President, Board of Directors





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Executive Director