

**Caldwell Housing Authority  
December 20, 2011 Regular Meeting  
Minutes**

Board Members Present:

Patricia Benedict, Jim Blacker, Phares Book, Sid Freeman, Beronica Salazar, and Estella Zamora,

Staff Present: Mike Dittenber, Cheri Hess, Brenda Boles

Guest Present:

Location: Golden Palace

In Order of business:

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

Patricia called the meeting to order at 12:05pm.

**2. Review of the November minutes**

After a short review of the November minutes, Sid made a motion approving the minutes; seconded by Beronica; and unanimously approved by the Board. **12:07pm**

**3. Treasurer / Financial Report**

After discussing the October and November financial statements, Estella made a motion approving the financial statements; seconded by Phares; and unanimously approved by the Board. **12:25pm**

**4. Director's Report**

None

**5. Old Business**

2.5% Cost of Living Adjustments (COLA). After discussion, Phares made a motion allowing the Executive Director to give staff a one-time 2.5% COLA payment; seconded by Sid, and unanimously approved by the Board. **1:05pm**

**6. New Business**

Length and content of meeting minutes. After discussion, Phares made a motion reducing the content of the minutes to action items only; seconded by Beronica; and unanimously approved by the Board. **1:30pm**

Discussion about wastewater issues—no action.

**7. Adjournment**

The meeting was adjourned at **1:45pm**.

Certified:



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President, Board of Directors

Caldwell Housing Authority  
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Executive Director

Caldwell, Idaho