

**APPLETON HOUSING AUTHORITY
BOARD OF COMMISSIONERS MEETING December 15, 2008**

Commissioner Attendees:

Val Dreier, Chairperson	Ed Schmidt, Vice-Chairperson
Judy Lange, Commissioner	Patrick DeWall, Commissioner
Kathy Groat, Commissioner	

Commissioner Excused: None

Staff Present: Debra Dillenberg; Executive Director, Aaron Hilbert; Executive Finance Coordinator, Finance Manager; Richard Knudsen

I. Call to Order-With a quorum of the board being in attendance, Chairperson Dreier called the meeting to order at 12:31 pm.

Approval of Minutes: Chairperson Dreier called for a motion to approve the minutes of November 17, 2008 as submitted with no corrections.

Motion to Approve: By Commissioner Groat.

Motion seconded: By Vice-Chairperson Schmidt.

Motion carried: Yes.

II. Financial Report:

Aaron reviewed the comprehensive agency monthly financial statements for the period January through November 30, 2008. Aaron reviewed the monthly financial activity for all programs. Aaron reviewed the program summary statements pointing out areas of interest in revenue/expense accounts. Some discussion followed. Chairperson Dreier called for a motion to approve all financial reports.

Motion to Approve: By Commissioner DeWall.

Motion seconded: By Vice-Chairperson Schmidt.

Motion carried: Yes.

III. Approval of Bills:

Expenditures for the month of November were reviewed by the commissioners with Aaron summarizing various expenses in detail. Clarification was provided for checks in question. Check 10359 was last payment for unemployment compensation of former employee. Chairperson Dreier called for a motion to approve the billing statement for the month of November 2008.

Motion to Approve \$ 148,292.19 By Commissioner DeWall.

Motion seconded: By Commissioner Groat.

Motion carried: Yes.

IV. Unfinished Business:

There was no unfinished business.

V. New Business:

Chairperson Dreier presented Resolution #2008-21. Ms. Dillenberg stated that she was seeking approval of the Violence Against Women Act (VAWA) Policy to add to the ACOP under the public housing program. It was noted that VAWA language had previously been added to the Section 8 Admin Policy. Some discussion followed. Chairperson Dreier called for a motion to approve.

Motion to Approve Resolution # 2008-21: By Commissioner DeWall.

Motion seconded: By Commissioner Lange.

Motion carried: Yes.

Chairperson Dreier called for a motion to enter into executive session.

Motion to Approve: By Commissioner Groat.

Motion seconded: By Commissioner DeWall.

Motion carried: Yes.

Chairperson Dreier called for a motion to resume regular session.

Motion to Approve: By Commissioner Groat.

Motion seconded: By Commissioner Lange.

Motion carried: Yes.

Chairperson Dreier called for a motion to approve an increase in the executive director's vacation benefit.

Motion to Approve: By Commissioner DeWall.

Motion seconded: By Commissioner Groat.

Motion carried: Yes.

The board members reviewed the Executive Directors monthly department reports representing the Voucher Rental Assistance Program, Public Housing & Washington Place Leasing & Occupancy Reports, Homeownership, Family-Self Sufficiency Program, other Grant activities and Maintenance Work Orders. Some discussion followed. With no other questions, Chairperson Dreier called for a motion to approve all department reports.

Motion to approve: By Commissioner DeWall.

Motion seconded: By Vice-Chairperson Schmidt.

Motion carried: Yes.

Any other Business:

Adjournment:

With there being no further business before the board, Chairperson Dreier called for a motion to adjourn the regular meeting of the board of commissioners.

Motion to Adjourn: By Vice-Chairperson Schmidt.

**Motion seconded: By Commissioner DeWall.
Motion carried: Yes.**

**Certification: I hereby certify that the foregoing minutes were duly
adopted by the Board of Commissioners this 27th Day of January, 2009.**

_____ Debra Dillenberg, Board Secretary
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