

MASON COUNTY HOUSING AUTHORITY MINUTES

MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF MASON COUNTY (MCHA) HELD AT 9:00 A.M. ON **September 1, 2021**, VIA ZOOM

1. **CALL TO ORDER AND ROLL CALL:** Chair George Blush called the meeting to order at 2:34 p.m. Roll call was as follows:

Present:

Commissioner George Blush
Commissioner Kathy Haigh
Commissioner April Pooler
Commissioner Allan Emmons
Randy Neatherlin, Ex-Officio Board Member

Absent:

Others Present:

Lydia Buchheit, Mason County Public Health
Debbie Taylor, Cascade Management
Debra Frontino, Cascade Management
Kari Bolton, Cascade Management

2. **MINUTES:** George made a motion to approve the meeting minutes from August 4th meeting and the special meeting August 12, 2021. Allan seconded the motion. MOTION PASSED
3. **PUBLIC COMMENT:** None
4. **CHAIRMAN COMMENTS:** None
5. **COMMISSIONER COMMENTS/REPORTS:** None
6. **NEW BUSINESS:**
 - 6.1 Engagement letter from Teresa Johnson, CPA to audit the financials for the Housing Authority for the years 2017-2020. The cost of this audit would be \$9,500. Once that is done, Teresa will give a price for the 2021 financial audit.

April made a motion to allow the interim executive director to work on behalf of the board with Teresa Johnson. Kathy seconded the motion. MOTION PASSED
 - 6.2 Discussion and review of the Executive Director/Secretary professional services contract. Randy suggested changing the wording around the 2-year consulting contract, stating that it will be a 1-year consulting contract with a potential for a 2-year consulting contract if funding is found and directed the Executive Director has authority to manage Housing Authority responsibilities as is necessary and as detailed in Attachment A of the consulting contract.

Allan made a motion to allow the Chair of the board, George, to contract an executive director/secretary. Kathy seconded. MOTION PASSED
 - 6.3 Randy let the board know that the BOCC approved of the request for financial assistance to cover the costs of the new management structure. The total cost of the request was \$101,871 to include the following.

1. CPA services
2. Executive Director/Secretary
3. Clerical Assistance from Public Health
4. Office equipment for Executive Director/Secretary

8. FUTURE MEETINGS

The next meeting will be on October 6, 2021, at 2:30 PM via ZOOM

9. ADJOURNMENT:

The meeting was adjourned at 3:08 p.m.