

HOUSING AUTHORITY OF THE CITY OF GUTHRIE
BOARD OF COMMISSIONERS- MINUTES OF MONTHLY MEETING
MARCH 20, 2025 (Thursday) - 6:00 p.m.
-In person at the main office building/Conference Room at
1524 E Perkins Ave, Guthrie, OK 73044 -

(VOTE LEGEND: Y = YES; N = NO; A = ABSTAIN)

1. **CALL TO ORDER:** Vice-Chairman Donosso called the meeting to order and declared a quorum present at 6:04 p.m.
ROLL CALL / DECLARATION OF QUORUM PRESENT:
In Person: Chairman Donosso and Vice Chairman Kenworthy
(Non-Voting) Jennifer Ricker, GHA Executive Director/Board Secretary
ABSENT: Resident/Commissioner McClin
OTHERS IN ATTENDANCE: None
2. **OLD BUSINESS:** None
3. **RESOLUTION NO. 25/03-004:** Requests approval of the Meeting Minutes held on 2/20/2025. Chairman Donosso made a motion and Vice-Chairman Kenworthy seconded to **APPROVE** the minutes as presented. All Approved. VOTE: Donosso – Y and Kenworthy-Y
4. **RESOLUTION NO. 25/03-005:** Requests approval of the February 2025 Monthly Financial Reports (Banking; Income/Expenses; Accounts Payable)
Vice-Chairman Kenworthy made a motion and Chairman Donosso seconded to **APPROVE** the reports as presented. All Approved. VOTE: Donosso – Y and Kenworthy-Y
5. **EXECUTIVE DIRECTOR’S REPORT:**
The E.D.’s Operations Report is a part of the Board’s packet, Jennifer went over the operations reports for the prior months’ activity and annual summary reports with the Board Members. Also included was the Occupancy Report for the prior months’ lease-up and move-out activity and application intake numbers; as well as the CFP Projects; and various programs, housing management information.
6. **RESOLUTION NO. 25/03-006:** Requests approval for GHA’s FYE 2025 Budget Revisions and FYE 2026 Annual Budgets for both programs (Public Housing and E/D-Oak Park: PBRAC) with Operating Subsidy calculation submittal as prepared by Urlaub Accounting and submitted to HUD for funding consideration.
Chairman Donosso made a motion and Vice-Chairman Kenworthy seconded to **APPROVE** the resolution as presented. All Approved. VOTE: Donosso – Y and Kenworthy-Y
7. **RESOLUTION NO. 25/03-007:** Requests approval of GHA’s Bad Debt/Formal Tenant Account Receivables (TAR’s) Write-offs for FYE 3/31/2025(Both Housing Programs: Public Housing & Oak Park/PBRAC).
Vice-Chairman Kenworthy made a motion and Chairman Donosso seconded to **APPROVE** the resolution as presented. All Approved. VOTE: Donosso – Y and Kenworthy-Y
8. **PUBLIC COMMENTS– NONE**
9. **NEW BUSINESS - NONE**
10. **ENTERED EXECUTIVE SESSION** at 6:40pm
(Discussed Executive Director’s Annual Performance Review)

11. EXITED EXECUTIVE SESSION at 6:45pm

Commissioners stated they agreed by consensus to continue the employment of the existing current Executive Director under the current contract/salary agreement.

12. COMMISSIONER ADDITIONAL INPUT (NONE) AND ADJOURNMENT

At 6:47 p.m., Vice-Chairman Kenworthy made a motion and Chairman Donosso seconded to **ADJOURN** the meeting.

All Approved. VOTE: Donosso – Y and Kenworthy-Y

RESOLUTION NO. 25/05-008 APPROVES MINUTES OF THE MARCH 20, 2025 BOARD MEETING. APPROVED THIS 15TH DAY of MAY, 2025.

JOHN DONOSSO
BOARD CHAIRMAN

ATTEST: _____
JENNIFER K. RICKER
EXECUTIVE DIRECTOR/BOARD SECRETARY

(SEAL)