

HOUSING AUTHORITY OF THE CITY OF GUTHRIE
BOARD OF COMMISSIONERS- MINUTES OF MONTHLY MEETING
MARCH 21, 2024 (Thursday) - 6:00 p.m.
-In person at the main office building/Conferencer Room at
1524 E Perkins Ave, Guthrie, OK 73044 -

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

1. **CALL TO ORDER:** Chairman Wyskiel called the meeting to order and declared a quorum present at 6:00 p.m.
ROLL CALL / DECLARATION OF QUORUM PRESENT:
In Person: Chairman Wyskiel, Vice Chairman Donosso, Commissioner McClin and Commissioner Kenworthy
(Non-Voting) Jennifer Ricker, GHA Executive Director/Board Secretary
ABSENT: None
OTHERS IN ATTENDANCE: None
2. **OLD BUSINESS: NONE**
3. **RESOLUTION NO. 24/03-012:** Requests approval of the Meeting Minutes held on February 15, 2024. Commissioner Kenworthy made a motion and Commissioner McClin seconded to **APPROVE** the minutes as presented.
All Approved. VOTE: Donosso-Y, Kenworthy-Y, McClin-Y and Wyskiel-Y.
4. **RESOLUTION NO. 24/03-013:** Requests approval of the February 2024 Monthly Financial Reports (Banking; Income/Expenses; Accounts Payable)
Vice Chairman Donosso made a motion and Commissioner Kenworthy seconded to **APPROVE** the reports as presented.
All Approved. VOTE: Donosso-Y, Kenworthy-Y, McClin-Y and Wyskiel-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' and annual activity 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. 24/03-014:** Requests approval of GHA's Bad Debt/Former Tenant Account Receivables (TAR's) Write-Offs for FYE 3/31/2024.
Commissioner McClin made a motion and Vice Chairman Donosso seconded to **APPROVE** the resolution as presented.
All Approved. VOTE: Donosso-Y, Kenworthy-Y, McClin-Y, and Wyskiel-Y.
7. **RESOLUTION NO. 24/03-015:** Requests approval of GHA's FYE 2024 Budget Revisions and FYE 2025 Annual Budgets for both programs (Public Housing & PBRAC/ED-Oak Park) with Operating Subsidy calculation submittal as prepared by Urlaub Accounting to HUD for funding consideration.
Vice Chairman Donosso made a motion and Commissioner Kenworthy seconded to **APPROVE** the resolution as presented.
All Approved. VOTE: Donosso-Y, Kenworthy-Y, McClin-Y, and Wyskiel-Y.
8. **PUBLIC COMMENTS—** None

9. **NEW BUSINESS** - None

10. **ENTER EXECUTIVE SESSION at 6:20pm**

-Discuss Executive Director's Annual Performance Review

EXIT EXECUTIVE SESSION at 6:24pm

Vice Chairman Donosso made a motion and Commissioner Kenworthy seconded to **APPROVE** the item discussed during Executive Session.

All Approved. VOTE: Donosso-Y, Kenworthy-Y, McClin-Y, and Wyskiel-Y.

11. **COMMISSIONER ADDITIONAL INPUT AND ADJOURNMENT**-None

At 6:29 p.m., Vice Chairman Donosso made a motion and Commissioner Kenworthy seconded to **ADJOURN** the meeting.

All Approved. VOTE: Donosso-Y, Kenworthy-Y, McClin-Y, and Wyskiel-Y.

RESOLUTION NO. 24/04-016 APPROVES MINUTES OF THE MARCH 21, 2024 BOARD MEETING. APPROVED THIS 18TH DAY of APRIL, 2024.

SCOTT E. WYSKIEL
CHAIRMAN, GHA BOARD OF COMMISSIONERS

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

(SEAL)