

CITY OF MANISTEE HOUSING COMMISSION

Tuesday, June 26, 2018

Community Room - Harborview

4:00 PM

AGENDA

1. **Call to Order**

The Annual Meeting shall be called to order by Clinton McKinven-Copus, Executive Director and Commission Secretary.

2. **Nominations for and Election of Commission President**

At this time Executive Director Clinton McKinven-Copus will solicit nominations for President of the Board of Commissioners. City of Manistee Housing Commission Commissioners may nominate another member of the Board to serve as President.

Upon closing of nominations, Executive Director Clinton McKinven-Copus will conduct a vote to determine the President of the Board of Commissioners. The vote shall be conducted by roll call.

a. *Listing of Current Commissioners and Officers*

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3. **Meeting leadership turned over to the newly elected Commission President**

4. **Nominations for and Election of Commission Vice-President**

At this time the Commission President will solicit nominations for Vice-President of the Board of Commissioners. City of Manistee Housing Commission Commissioners may nominate another member of the Board to serve as Vice-President.

Upon closing of nominations the President will conduct a vote to determine the Vice-President of the Board of Commissioners. The vote shall be conducted by roll call.

5. **Nominations for and Election of Commission Treasurer**

At this time the Commission President will solicit nominations for Treasurer of the Board of Commissioners. City of Manistee Housing Commission Commissioners may nominate another member of the Board to serve as Treasurer.

Upon closing of nominations the President will conduct a vote to determine the Treasurer of the Board of Commissioners. The vote shall be conducted by roll call.

6. **Commission Presidential Appointments**

a. *Audit Committee*

1) Chair (per By-Laws)---Commission Treasurer

2) Commission General Counsel

3) Commission Vice-President

b. *Personnel Committee*

1) Doug Parkes

2) Kelly Tomaszewski

3) Commission General Counsel

7. **Annual Meeting Resolution 2017-01: Establishment of Regular Meetings**

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8. **Adjournment of Annual Meeting**

**Commissioner Appointments
Annual Meeting Year 2018 – 2019**

| Name | Term Expires | Current Board Position | Special Notation |
|-------------------|---------------------|-------------------------------|-------------------------|
| Dale Priester | 05/31/2021 | President | |
| Doug Parkes | 05/31/2022 | Vice-President | |
| Krista McDougall | 05/31/2020 | Treasurer | |
| James Bond | 05/31/2022 | Resident Commissioner | Filling vacated term |
| Kelly Tomaszewski | 05/31/2023 | | |

Updated: June 11, 2018
 Clinton McKinven-Copus
 Executive Director/Commission Secretary



ANNUAL MEETING RESOLUTION 2018-01

Establishment of Regular Meetings for 2018 – 2019

WHEREAS, the City of Manistee Housing Commission (CMHC) By-Laws, Section 3.3 requires that the regular meetings for the year be set at the Annual Meeting and posted in accordance with the Michigan Open Meetings Act, and

WHEREAS, CMHC, also meets in work sessions as called by the Commission President or the Executive Director;

NOW, THEREFORE, on the motion of **Commissioner - _____**, supported by **Commissioner - _____**, and voted upon as follows, **BE IT RESOLVED**, that the CMHC adopts the following resolution:

NOW, THEREFORE, IT IS HEREBY RESOLVED that the City of Manistee Housing Commission Board of Commissioners regular meetings for 2017-2018 is set as follows:

- Tuesday, July 24, 2018
- Tuesday, August 28, 2018
- Tuesday, September 25, 2018
- Tuesday, October 23, 2018
- Tuesday, November 27, 2018
- Tuesday, December 11, 2018
- Tuesday, January 22, 2019
- Tuesday, February 26, 2019
- Tuesday, March 28, 2019
- Tuesday, April 23, 2019
- Tuesday, May 28, 2019
- Tuesday, June 25, 2019 [Annual Meeting and Regular Meeting]

Regular meetings shall be at 4:00 PM and held in the Harborview Apartments (273 Sixth Ave.) Community Room. CMHC shall post meeting notices and cancellations at the following locations:

- City of Manistee website www.manisteemi.gov/
- CMHC Main office window (located at Harborview Apartments)
- Harborview Apartments Main Lobby

BE IT FURTHER RESOLVED that the City of Manistee Housing Commission Board of Commissioners establish that work sessions when needed, shall occur on the second Tuesday of the month or as called by the President of the Board in consultation with the Executive Director. The President of the Board may call additional work session in consultation with the Executive Director.

Work sessions shall be at 4:00 PM and held in either the Conference Room of the Housing Commission main office (Harborview Apartments) or the Community Room of Harborview Apartments. The location shall be posted with notification. CMHC shall post meeting notices and cancellations at the following locations:

- City of Manistee website www.manisteemi.gov/
- CMHC Main office window (located at Harborview Apartments)
- Harborview Apartments Main Lobby

| Record of Voting | | | | |
|-------------------------|--------------------------|-------------------------------------|-------------------------------------|--------------------------|
| Commissioner | Approve | Against | Abstain | Absent |
| Dale Priester | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Doug Parkes | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Krista McDougall | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Kelly Tomaszewski | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| James Bond | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

RESOLUTION DECLARED

Passed Failed

CERTIFICATION

By the signatures of the President and Executive Director below, it is CERTIFIED that on June 26, 2018, the City of Manistee Housing Commission Board of Commissioners approved Resolution AM 201X – 01 and that the foregoing is a true and correct copy.

Dale Priester, President

Clinton McKinven-Copus, Executive Director