

NOTICE OF SPECIAL MEETING

City of Manistee Housing Commission

MEETING DATE: Tuesday, February 21st, 2023
MEETING TIME: 2:00 PM
LOCATION: West Shore Community College
Manistee Downtown Education Center
Class Room B
400 River Street

MEETING PURPOSE:

- Election of Interim President
- Election of Vice President
- Review Manistee Housing Commission By-Laws
- Establishment of Committees, Personnel & Finances Committee
- Review and Discuss Personnel Policies and Procedures
- The Executive Director Agreement signed January 31st, 2022
- Discussion on PTO (vacation use policy)
- Procurement Policy (reduction of approved limits)
- Discussion on Contracting, Setting ceiling on Contract/spending by ED and/or Designee
- Discussion on CMHC Policies - setting work session for full review
- City Audit of CMHC
- Discussion on CMHC attorney's ways of communication