

# CITY OF MANISTEE HOUSING COMMISSION

Tuesday, July 25, 2017

**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*

2

### 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) Commission General Counsel

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

3

### 8. **Adjournment of Annual Meeting**

## Commissioner Appointments

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	
Sheryl Kuenzer	05/31/2022		Appointed as Resident Commissioner

Updated July 18, 2017  
 Clinton McKinven-Copus  
 Executive Director/Commission Secretary

**Annual Meeting Resolution 2017-01**  
**Establishment of Regular Meetings for 2017-2018**

**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 regularly in work sessions;

**NOW, THEREFORE**, on the motion of [REDACTED], supported by [REDACTED], 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 be set as follows:

- Tuesday, August 22, 2017
- Tuesday, September 26, 2017
- Tuesday, October 10, 2017
  - *Public Hearing on the 2018 Annual Plan and Regular Monthly Meeting*
- Tuesday, November 28, 2017
- Tuesday, December 12, 2017
  - *[Held two weeks early due to the Christmas/New Year's Holidays]*
- Tuesday, January 23, 2018
- Tuesday, February 27, 2018
- Tuesday, March 27, 2018
- Tuesday, April 24, 2018
- Tuesday, May 22, 2018
- Tuesday, June 26, 2018

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.manistee.mi.gov/](http://www.manistee.mi.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.

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/](http://www.manisteemi.gov/)
- CMHC Main office window (located at Harborview Apartments)
- Harborview Apartments Main Lobby

<b>Record of Voting</b>				
<b>Commissioner</b>	<b>Approve</b>	<b>Against</b>	<b>Abstain</b>	<b>Absent</b>
Dale Priester	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Doug Parkes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sheryl Kuenzer	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Krista McDougall	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**RESOLUTION DECLARED**

Passed       Failed

**CERTIFICATION**

I, Dale Priester, President of the City of Manistee Housing Commission, do hereby CERTIFY that the foregoing is a true and correct copy of the Resolution adopted by the City of Manistee Housing Commission at a regular meeting held on the 25<sup>th</sup> day of July 2017.

\_\_\_\_\_  
Dale Priester, President

I, Clinton McKinven-Copus, Secretary of the City of Manistee Housing Commission, do hereby CERTIFY that the foregoing is a true and correct copy of the Resolution adopted by the City of Manistee Housing Commission at a regular meeting held on the 25<sup>th</sup> day of July 2017.

\_\_\_\_\_  
Clinton McKinven-Copus, Executive Director