



# City of Manistee Housing Commission

273 6th Avenue • Manistee, Michigan 49660

## Annual Meeting

### Agenda

Tuesday, June 25, 2019

Community Room – Harborview

4:00 PM

#### 1. Call to Order/Roll Call <sup>1</sup>

*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.*

#### 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 2019-01 Establishment of Regular Meetings**

**8. Adjournment of Annual Meeting**

**Commissioner Appointments  
Annual Meeting Year 2019 – 2020**

<b>Name</b>	<b>Term Expires</b>	<b>Current Board Position</b>	<b>Special Notation</b>
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 18, 2019  
Clinton McKinven-Copus  
Executive Director/Commission Secretary

# ANNUAL MEETING RESOLUTION 2019-01

## Establishment of Regular Meetings for 2019 – 2020

**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 2019-2020 is set as follows:

- Tuesday, July 30, 2019
- Tuesday, August 27, 2019
- Tuesday, September 24, 2019
- Tuesday, October 15, 2019 [Public Hearing on Annual Plan/Adoption of Annual Plan]
- Tuesday, November 19, 2019
- Tuesday, December 17, 2019
- Tuesday, January 28, 2020
- Tuesday, February 25, 2020
- Tuesday, March 24, 2020
- Tuesday, April 28, 2020
- Tuesday, May 26, 2020
- Tuesday, June 23, 2020 [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/](http://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 shall establish work sessions on an as-needed basis.

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 the public 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>Commissioner</b>	<b>Approve</b>	<b>Against</b>	<b>Absent</b>
Dale Priester	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Doug Parkes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Krista McDougall	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Kelly Tomaszewski	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
James Bond	<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 25, 2019, the City of Manistee Housing Commission Board of Commissioners approved Resolution AM 2019 – 01 and that the foregoing is a true and correct copy.

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

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