

GARNETT HOUSING AUTHORITY

March 14, 2016

Members present: Steve Spring, Butch Rocker, Betts Abraham and Susan Stanton. Also attending were Joyce Martin, City Manager and Karlyn Hulett, Housing Director.

Minutes of the previous meeting were read and approved by the board.

Karlyn gave the following report:

- Annual Adjustment Factor for Parkside Place 1 has been completed. Effective 6/1/16 the fair market amount will be \$474, an increase of \$6.00.
- All of Parkside Place 2 annual reviews have been completed. We begin working on Parkside 1 reviews next week.
- Cintas was here and checked all fire extinguishers. They are all good. We will not need any new ones until 2019.
- Received 17 applications for Erika's position of Administrative Assistant. Completed the interview process. We will need to do reference checks and background checks prior to offering the position.
- Interstate Elevator is increasing rates effective 4/1/16. The amount will be \$464.35 an increase of \$22.11 a month or \$265.32 a year.
- Planning to have a garage sale as a fund raiser.

The board went into executive session at 7:13.

Meeting reconvened at 7:20.

The board looked over the bills. Betts made a motion to pay the bills and Susan seconded her motion. The board agreed to pay the bills.

Joyce presented the financial report.

Meeting adjourned at 7:35.

Recorded by Susan Stanton, Secretary