



Housing Authority of Cochise County

100 Clawson Avenue Old Bisbee High School – First Floor

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Board of Commissioners Regular Meeting Minutes

March 28, 2013

100 Clawson Avenue
Bisbee, AZ 85603

The regular meeting was called to order on March 28, 2013 at 9:45 a.m. by Board Chair, Ginger Ryan.

CALL TO THE PUBLIC

Members of the public not present.

ROLL CALL

Present: Commissioners Melissa Herrera-DiPeso, Ginger Ryan, and Kathy Calabrese; Account Clerk Ana Valenzuela and Executive Director Anita Baca.

Absent: Sarah Montoya and Keith Newlon

AGENDA APPROVAL

There was a motion by Kathy Calabrese to approve the agenda with a second by Melissa Herrera-DiPeso.

READING AND APPROVAL OF MINUTES

There was a motion by Melissa Herrera-DiPeso with a 2nd by Kathy Calabrese to approve the minutes for the meeting of November 15, 2012 and cancelled meetings of December 20, 2012 through February 21, 2013. Motion carried unanimously.

DEPARTMENT REPORTS

Melissa Herrera-DiPeso made a motion to approve the November 2012 through February 2013 Financials as presented with a second by Kathy Calabrese. Motion carried unanimously.

The Executive Director's report was submitted by Anita Baca.

NEW BUSINESS

I. Discussion/Approval of entering into a contract with Malcolm Johnson & Company, P.A. to conduct the independent audit for Fiscal Year ending June 2013. Kathy Calabrese made a motion to approve with a second by Melissa Herrera-DiPeso.

II. Discussion/Approval regarding changing the dates and times of Board meetings. The first Thursday of the month is not an option due to conflicts with the Continuum of Care meetings. Kathy Calabrese made a motion to table the matter for further discussion. The motion was seconded by Melissa Herrera-DiPeso. Motion carried unanimously.

III. Discussion/Approval of the Streamlined Annual and Administrative Plans for Fiscal Year 2013. Please see Resolution # 13-01. Kathy Calabrese made a motion to approve with a second by Melissa Herrera-DiPeso. Motion carried unanimously.

NEXT MEETING DATE

April 18, 2013 at 9:30 a.m.

ADJOURNMENT

Kathy Calabrese made a motion to adjourn the meeting at 11:50 AM. Melissa Herrera-DiPeso seconded the motion. Motion carried unanimously.

Dated this 1st day of April 2013

By: Anita Baca, Executive Director

Minutes to be approved by the Housing Authority of Cochise County Board of Commissioners on April 18, 2013.

Anita Baca, Executive Director

Date