

HOUSING AUTHORITY OF THE
CITY OF SEDRO-WOOLLEY
BOARD OF COMMISSIONERS
MEETING MINUTES

Thursday, December 15, 2022

I. Call to Order

The meeting of the Board of Commissioners of the Sedro-Woolley Housing Authority was called to order by Vice-Chair Reta Stephenson at 10:47a.m., on Thursday, December 15, 2022.

II. Roll Call

Present: Commissioner Reta Stephenson (Vice-Chair), Commissioner Kacy Johnson, Commissioner Dona Cowan and Commissioner Lesa Sheahan.

Absent: Commissioner Laurie Fellers (Chair)

III. Public Comment

No public comment.

IV. Approval of Minutes

A. June 18, 2022 Board of Commissioners' Meeting Minutes

Commissioner Dona Cowan moved for approval of the Minutes, seconded by Commissioner Reta Stephenson; the Board unanimously approved the Minutes from June 18, 2022.

V. Action Items for Discussion & Approval

A. Approval of Voucher Report June 1, 2022 to July 31, 2022

Questions of Commissioners' were answered.

Commissioner Kacy Johnson moved for approval of the Voucher Report, seconded by Commissioner Reta Stephenson; the board unanimously approved the Voucher Report for June 1, 2022 to July 31, 2022.

B. Approval of Voucher Report August 1, 2022 to September 30, 2022

Questions of Commissioners' were answered.

Commissioner Reta Stephenson moved for approval of the Voucher Report, seconded by Commissioner Dona Cowan; the board unanimously approved the Voucher Report for August 1, 2022 to September 30, 2022.

C. **Resolution 481** – Executive Director/CEO and Secretary-Treasurer Appointment to Sedro Woolley Housing Authority – Robin Walls

Commissioner Reta Stephenson moved for approval of the Voucher Report, seconded by Commissioner Dona Cowan; the board unanimously approved the Voucher Report for August 1, 2022 to September 30, 2022.

D. Resolution 482 – A Resolution Adopting the Annual Civil Rights Certification Required in Conjunction with the Receipt of the Federal Fiscal Year 2022 Allocation of Funds from the HUD Capital Fund Program

Commissioner Reta Stephenson moved for approval of the Voucher Report, seconded by Commissioner Dona Cowan; the board unanimously approved the Voucher Report for August 1, 2022 to September 30, 2022.

VI. Reports

- A. Financial Report for June 2022
- B. Financial Report for August 2022

Tesh Assefa, Financial Reporting Manager explained the Financial Report for June and August 2022.

Questions of Commissioners' were answered.

- C. Housing Management Report for June/July 2022
- D. Housing Management Report for August/September 2022

Caprice Witherspoon, Senior Property Manager gave an overview of the report.

Questions of Commissioners' were answered.

VII. New Business

- A. Employee/Resident issue
- B. Holiday Party from the SWHA Board
- C. Welcome to new Commissioner Lesa Sheahan

IX. Adjournment

There being no further business before the Board of Commissioners, the meeting was adjourned at 11:23 a.m.

THE HOUSING AUTHORITY OF THE
CITY OF SEDRO-WOOLLEY



LAURIE FELLERS, Chair
Board of Commissioners



ROBIN WALLS
Executive Director/CEO