

**MINUTES OF THE MEETING OF THE BOARD OF COMMISSIONERS OF  
THE HOUSING AUTHORITY OF THE CITY OF GEORGETOWN  
October 30<sup>th</sup>, 2008**

On the 30<sup>th</sup> day of October, 2008 at 4:00 pm, the Housing Authority of the City of Georgetown, Texas, met in regular session. The meeting was called to order at 4:05 PM., and upon roll call the following members of the Board were present:

**Regular Session:**

Item 1. Call the meeting to order. Present: Robert Horick, Emily Northrop, Rosemary Mesa, Laura Bryant. Absent: Richard Glasco, Emily Northrop (arrived at 4:07pm)  
Others in attendance: Naomi Walker (Secretary)

There being a quorum present the following business was transacted:

Item 2. Staff Introduction - ED Naomi Walker introduces Mr. Steven Swierenga, our new Resident Services Coordinator to the Board. Mr. Swierenga gave the Board a quick overview of his work experience and changes and new ideas that he plans to implement for FSS and Resident Council matters. Board welcomes Mr. Swierenga.

Public Comment – Stonehaven Resident Frances Rodriguez – Came before the Board to talk about the way she felt she was treated by the Maintenance department when her stove was not working properly and her request for a new stove to replace her old one. She distributed a letter of complaint that she wrote to ED Walker. ED Walker help Ms. Rodriguez explain to the Board in detail the reason for this letter. Mr. Horick thanked Ms. Rodriguez and he asked the ED to investigate and report back to him. The Board thanked Ms. Rodriguez for bringing this matter to their attention.

Ms. Ella Terry – Stonehaven resident – stated that she was upset because she got written up about having a small trash can on her porch. She was also very upset about the way she was treated when she came to the office to discuss it with management. ED explained to the Board members that the manner in which these violations were delivered might have shocked residents who have lived here for a while, and although these policies existed, they were not being enforced. ED Walker stated that in the future these notices will be more informational in nature when they are delivered to the residents.

Item 3. Resident Council Reports - Mr. Martinez reviewed the report for the Board members and highlighted the work being done and the officer's elections.

Item 4. Old Business  
a) None

Item 5. New Business  
a) None

*Consent Agenda: The Statutory Consent Agenda includes non-controversial and routine items that the Board may act on with one single vote. A Board member may pull any item from the Consent Agenda in order that the Board discuss and act upon it individually as part of the Regular Agenda.*

Item 7. Discussion, Consideration and Possible Action to accept the Departmental Reports

Item 8. Discussion, Consideration and Possible Action to accept the Executive Director's Report

Item 10. Discussion, Consideration and Possible Action to approve the Phase I plan for the replacement of windows at Stonehaven Apartments

Commissioner Bryant pulled item 6 and 9. Commissioner Northrop moved to accept items 7, 8, and 10, Commissioner Mesa seconded the motion and it passed unanimously.

Item 6. Discussion, Consideration and Possible Action to approve the minutes of the previous meeting - Commissioner Bryant requested to correct the minutes to reflect that Commissioner Glasco was absent, rather than late at the last meeting, since he arrived after the meeting was adjourned. Commissioner Bryant moved to approve them as corrected, Commissioner Mesa seconded and it passed unanimously.

Item 9. Discussion, Consideration and Possible Action to adopt the Corrective Action Plan for the Fiscal Year Ending September 30, 2007 – Commissioner Bryant had a question on the Auditor’s report. She wanted clarification as to what certain codes at the end of the report meant. ED Walker said she thought these codes related to the process and procedures that auditors have to look at according to rules and regulations to generally accepted accounting principles. She would find out in more detail what this means. Commissioner Bryant moved to postpone this item until next month. Commissioner Northrop seconded and it passed unanimously.

Regular Agenda: The Board will individually consider and possibly take action on any or all of the following items:

Item 11. Discussion, Consideration and Possible Action to approve new Board policy and procedures – ED Walker presented the draft policy for review, which incorporated the recommendations from Tim Daniels, Attorney. The Board and the ED reviewed the policy and procedures draft copy and made changes and revisions to the wording in the policies and procedures. After extensive discussion Commissioner Northrop moved to pass, there was not a second motion. Commissioner Horick requested that ED Walker bring the policy back before the board with revisions at next Board meeting.

Item 12. Discussion, Consideration and Possible Action to Reschedule November and December Regular Board Meetings – After discussion, the Board will consider November 18<sup>th</sup> and 21<sup>st</sup> as alternative dates for the Board meeting to be held in November due to upcoming Thanksgiving holiday.

Executive Session: Pursuant to the Open Meetings Act, Chapter 551, Texas Government Code, the item(s) listed below will be discussed in closed session and are subject to action in the open session that follows.

Item 13. Section 551.074 – Personnel Matters: Closed session for deliberation and possible action regarding the employment, evaluation, reassignment, duties, discipline, or dismissal of the Executive Director. This item was tabled.

**Return to Open Session:**

Item 14. Action from Closed Session, if any. There was action from closed session.

Item 15. Adjournment: There being no other business for this meeting, Commissioner Bryant moved for adjournment. The motion was duly seconded by Commissioner Northrop and carried by unanimous vote. The Chairman thereby declared the meeting adjourned at 6:20 p.m.

