

**City of Burlington Housing Authority  
Riverview Manor  
February 4, 2010**

The regular monthly meeting of the City of Burlington Housing Authority was held on Thursday, February 4<sup>th</sup>. 2010 at Riverview Manor at 6:30 P.M. The meeting was called to order by Chairman Lapp.

**COMMISSIONERS PRESENT:** Chairman Lapp, Secretary Heck, Board members Kelly Iselin, Leroy Stoehr and Resident Manager, Dorothy Henning. Board member Stublely was excused

Minutes from the January 21<sup>st</sup>. meeting was dispersed to board members and a motion was made by Iselin to approve the minutes as read, seconded by Stoehr and carried unanimously.

**FINANCIAL REPORT:**

**Reserve Account balances as of January 31, 2010**

First Banking Center	\$ 16,990.64
M&I Bank	<u>\$ 26,698.42</u>
<b>TOTAL</b>	<b>\$ 43,689.06</b>

**OCCUPANCY REPORT:**

Manager Henning reported 13 on the waiting list for one bedroom units.

**BUILDING AND MAINTENANCE:**

- Unit 136 that was recently repaired due to water damage is ready for carpet installation and will be available to rent by March 1<sup>st</sup>.

**COMMUNICATIONS:**

- Copies of general ledger sheets for monthly bills and payments from January were dispersed to board members for review.

**NEW BUSINESS:**

- Patrick W. Romenesko, S.C. CPA attended the February board meeting to present a proposal to perform audit services for Riverview Manor. After discussion by the Board, a motion was made by Heck, seconded by Stoehr to accept the proposal as given.

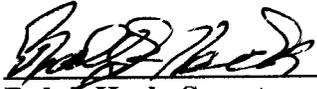
**UNFINISHED BUSINESS:**

- **The by-laws amendments have been received and the annual meeting will be held when all board members can attend and election of officers can be voted on.**

**ADJOURNMENT:**

**There being no further business, motion to adjourn was made by Heck, seconded by Stublely and carried unanimously. Meeting adjourned 7:30 P.M.**

**The next board meeting has been tentatively scheduled for March 18, 2010.**

  
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**Ralph Heck, Secretary**