

**City of Burlington Housing Authority
Riverview Manor
January 22, 2009**

The regular monthly meeting of the City of Burlington Housing Authority was held on Thursday, January 22, 2009 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 LeRoy Stoehr, Kelly Iselin, Charles Stublely and Resident Manager, Dorothy Henning.

MINUTES: From the December 11th. meeting was dispersed to board members and a motion was made by Stublely to approve the minutes as read, seconded by Stoehr and carried unanimously.

FINANCIAL REPORT:

Reserve Account balances as of December 31, 2008

First Banking Center	\$ 85,450.87
M&I Bank	<u>\$ 26,634.93</u>
TOTAL	\$ 102,085.80

OCCUPANCY REPORT:

Manager Henning reported 21 on the waiting list for 1 bedroom units and 1 waiting for a 2 bedroom unit.

BUILDING AND MAINTENANCE:

- Manager Henning reported that due to the excessive snow and ice so far this winter, the snow removal budget is nearly depleted.**
- Mr. Mills from "Focus on Energy" did a walk through assessment in the Riverview building on January 16th. with Manager Henning and Ralph Heck and will send a report of recommendations for conserving energy within 7 to 10 days.**

COMMUNICATIONS:

- Manager Henning reported to the board that 2 men entered her office regarding an application for residency by one of the men over a year ago. Ms Henning had no knowledge of such application and had no such application on file. She then gave the gentleman an application at that time but to date has had no response.**

NEW BUSINESS:

UNFINISHED BUSINESS:

- **A copy of the current By-laws with recommended changes made by board members regarding Secretary duties performed in Article II – Section 4.was returned to City Hall for amendment.**
- **Upon redrafting and approval of the By-laws, the annual meeting with election of officers will be held.**

ADJOURNMENT:

There being no further business, motion to adjourn was made by Stubley, seconded by Stoehr and carried unanimously. Meeting adjourned 7:45 P.M.

The next monthly meeting is scheduled for February 12, 2009.



Ralph Heck, Secretary