

# CHARLEVOIX HOUSING COMMISSION

210 WEST GARFIELD ST.  
CHARLEVOIX, MICHIGAN 49720  
(231) 547-5451



PROJECT  
PINE RIVER PLACE

## Annual Meeting Minutes April 19, 2016

A Regular Meeting of the Charlevoix Housing Commission was called to order by President Stevens at 2:01 pm at Pine River Place, 210 West Garfield, Charlevoix, Michigan.

**PRESENT:** Left, Buday, Stephan, Crandall, Stevens

**ABSENT:**

**OTHERS:** Julie Waterman, Executive Director,  
Brad Waterman, Maintenance Supervisor  
Resident of Pine River Place  
Shirley Gibson, Charlevoix City Council Member

**Additions to the Agenda:** Gregory Stevens asked that a "Miscellaneous Business" be added to the agenda at the end of the meeting after New Business. Joan Buday made a motion to add Miscellaneous Business to the agenda following New Business. Lillian Left seconded the motion.

Yes: Buday, Left, Stephan, Crandall, Stevens

No:

Abstentions:

Absent:

### **Approval of Meeting Minutes and Bills:**

President Stevens asked if there were any corrections or additions to the minutes from the March regular meeting or questions on the March bills. There was a question as to how we tell one gas bill from the other. Julie explained that the service address is on the back of the bill. A motion to approve the minutes from the March regular meeting and the March bills was made by Lillian Left and seconded by Laurie Crandall.

Yes: Buday, Left, Stephan, Crandall, Stevens

No:

Abstentions:

Absent:

**Executive Directors Report:** Executive Director Julie Waterman explained that due to being the end of the fiscal year March financial reports are not completed yet. Due to serious damage and a health and safety risk one resident has lost their Temporary Smoke-Free Exemption. The Housing Commission are "honorary" Charlevoix Chamber of Commerce members. The next policies to be created/reviewed/updated are the Pet Policy and a Parking Policy. Pine River Place residents are forming a resident social club. This is different from a Resident Advisory Board.

**Old Business:**

**Public Participation at Board Meetings:**

Julie read the resolution 2016-06 approving the Public Participation at Board Meetings Policy. It has been posted a minimum of 30 days. There have been no public comments to date on this policy. Gregory Stevens asked if there were any public comments on this policy. There were no public comments. Gregory Stevens closed the meeting to public comments. Paul Stephan made a motion to approve by resolution the Public Participation at Board Meetings Policy. Joan Buday seconded the motion.

Yes: Buday, Left, Stephan, Crandall, Stevens

No:

Abstentions:

Absent:

**New Business:**

**Elections of Officers:**

Lillian Left nominated Gregory Stevens as President. Gregory Stevens accepted the nomination. Laurie Crandall nominated Joan Buday as Vice-President. Joan Buday Accepted the nomination. Gregory Stevens asked if there were any public comments related to the FYE 2017 slate of officers. There were no public comments. Gregory Stevens closed the meeting to public comments. Laurie Crandall made a motion to accept the FYE 2017 slate of officers with Gregory Stevens as President and Joan Buday as Vice-President. Laurie Crandall made a motion to approve the FYE 2017 slate of officers as presented. Lillian Left seconded the motion.

Yes: Buday, Left, Stephan, Crandall, Stevens

No:

Abstentions:

Absent:

**Miscellaneous Business:**

Gregory Stevens read letters from residents.

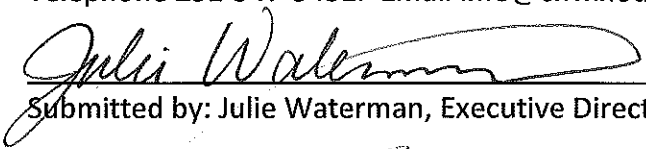
**Public Comment:** President Stevens asked if there were any public comments on subjects unrelated to agenda items.

Jack Palmer commented on the incident that happened in the lobby and his letter pertaining to that incident.

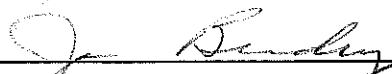
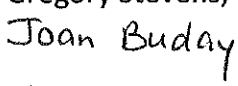
Gregory Stevens thanked Council Member Shirley Gibson for attending the meeting.

With no further public comments, President Stevens closed the meeting to public comments.

**Adjournment:** The meeting adjourned at 3:00 pm. The next meeting will be held Tuesday, May 17, 2016 at 2:00 pm in the Pine River Place Community Room located at 210 W. Garfield in Charlevoix. Telephone 231-547-5451. Email info@chvxhousing.org.

  
Submitted by: Julie Waterman, Executive Director

April 21, 2016

  
Approved by: Gregory Stevens, Board President  
 Vice

  
Joan Buday 28.2016