

# **THE HOUSING AUTHORITY OF THE CITY OF PLYMOUTH**

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## **BOARD OF COMMISSIONERS**

### **REGULAR MONTHLY MEETING**

#### **GENERAL MEETING CALL TO ORDER:**

The regular monthly meeting of the Board of Commissioners was called to order at 9:00 AM, January 8, 2025 by Chairperson Linda Opitz

Chairman: Linda Opitz  
Commissioner: Dennis McMullen  
Commissioner: Marsha Vollbrecht  
Commissioner: Jay Groshuesch  
Commissioner: Mike Olig  
Secretary: Teresa Cruz  
Guest: Bob Hemauer

#### **PROCEEDINGS**

1. The minutes of the December 2024 meeting were read. After review of the minutes, a motion was made by Commissioner Marsha Vollbrecht and second by Commissioner Dennis McMullen to approve the minutes. The motion was carried.
2. Recognition of tenant concerns:
  - a. Unit 1224A has given notice
  - b. Other possible unit openings (a few tenants are currently out of the home due to medical issues – tenants not sure if they will be able to return)
3. The December 2024, Income and Expense report was reviewed. A motion was made by Commissioner Mike Olig and second by Commissioner Jay Groshuesch to approve the financial report. The motion carried.
4. The January 2025 invoices were reviewed and discussed and questions were answered by the Executive Director. Commissioner Marsha Vollbrecht moved that all invoices be paid with Commissioner Dennis McMullen seconding the motion. The motion carried.

## **SECRETARY'S REPORT**

1. 2024 rent certificates have been completed

## **OLD BUSINESS**

1. Looking at re-black topping north and or south parking lots. Executive Director left message with architect to begin bidding process.
2. Employee handbooks to be updated
3. Continue the process of transferring administrative duties to new ED.

## **NEW BUSINESS**

1. Commissioner appointment update: Commissioner Groshuesch will not be coming back for another term due to relocating out of state. Currently looking for candidates.

There was no further business to come before the Commissioners of the Authority. A motion to adjourn at 09:36 AM by Commissioner Vollbrecht and seconded by Commissioner McMullen. The motion carried.

The next scheduled regular meeting is February 5, 2025 at 9 AM.

Respectfully submitted,

Teresa Cruz

Executive Director