

CITY OF MANISTEE HOUSING COMMISSION
Work Session
October 13, 2011

A Work Session of the City of Manistee Housing Commission was held on October 13, 2011 at 7:30 A.M. in the City of Manistee Housing Commission Conference Room. The purpose of the Work Session was to discuss Commissioner training, matters related to budget planning for fiscal year 2012 and the 2010 audit.

President Dale Priester called the meeting to order at 7:30 A.M.

Members Present: President Dale Priester, Vice-President Doug Parkes, Treasurer Elbert Purdom, Commissioner Donna Korzeniewski and Commissioner Lawrence Bacon.

Members Absent: None

Also Present: Clinton McKinven-Copus, Executive Director

Commissioner Training

Commissioners discussed their reading of "The Handbook for Commissioners", 2nd Edition. The Commissioners also discussed the potential of completing the Commissioner Training and Certification Program through NAHRO.

Budget Planning

Commissioners discussed at length the current financial status of CMHC, the Trouble Status from HUD, the visit of the HUD Review Team in August, the forthcoming meeting with the Review Team in November, the 2010 audit and all matters related to fiscal planning.

The Commissioners reiterated their position that all City of Manistee Housing Commission

- receivables and deposits must be recorded and deposited accurately
- payables must be paid accurately and on time
- the Executive Director is responsible for establishing the proper management staff to ensure both of these directives



Dale Priester
President



Lorna Perski Clinton McKinven-Copus
Acting Secretary