HOUSING SERVICES MID MICHIGAN

August 9, 2016

**Call to order:** President Bob Brown called the meeting to order at 2:05 p.m.

**Present:** Bob Brown, Jim Dexter, BJ Behnke, Dar Benjamin, Janice Land, Sue Hoffman, Tom Fuller, and Denise Dunn (ex officio).

Nicole Shannon gave her proxy to Bob Brown. Sean Cotter and Tom Reich gave their proxies to Jim Dexter.

**Minutes:** Approval of the HSMM Minutes for June 2016. Move to approve minutes by Dexter. Support by Fuller. Motion carried.

**Financial Report:** Dunn gave an annotated report to the Board. Motion to accept financial report. Fuller moved. Land seconded. Motion carried. Brown suggested developing a pie chart to help the Board visualize our funding.

**Executive Director’s Report:** Dunn gave a report of her activities for the Board’s review. Land requested information regarding the 360 reviews. Brown gave an overview of the reviews.

**Old Business:**

Marketing Update: Dunn reported on marketing. She gave an overview of the current billboards, radio, video, and print items which have been completed or are in production.

Golf Outing: After much discussion, during which the staff intensive nature of the outing was pointed out, a motion was made by Fuller to keep the golf outing as a fundraising source. Benjamin seconded, and the motion carried.

HARA- Clinton County: Dunn gave a report on the current status of taking over the Clinton HARA, including funding and office space. Brown requested Dunn get MOU from DHHS regarding office space.

Transportation Policy: Dunn reported she has requested information and input from HSMM’s insurance company, and is awaiting his response. She will bring that information to the Board’s October meeting.

**New Business**:

Investment and Endowment discussion: Discussion on whether to take the endowment’s distribution or leave it in the fund. Motion by Hoffman to roll it into the endowment. Seconded by Benjamin. Motion carried.

Discussion on CD investments. Eaton Federal offering 2% on new 7-year CD’s. Benjamin suggests staying with them, as they offer certain degree of liquidity. Dunn was directed to roll August & September into the 7-year, but to hold off on future CDs. The topic will be discussed again at the October Board meeting.

Benjamin moved to adjourn, Dexter seconded. Motion carried.

Meeting adjourned at 4:55p.m.

Respectfully submitted,

Denise Dunn, on behalf of Nicole Shannon