

**COQUILLE INDIAN HOUSING AUTHORITY
BOARD OF COMMISSIONERS
ANNUAL MEETING MINUTES**

Date: October 6, 2016
Time: 3:30 p.m.
Place: Coquille Indian Housing Authority Office
2678 Mexeye Loop, Coquille Tribal Lands, Coos Bay, OR 97420

Notice: The meeting was scheduled for September 29, 2016 at the regular meeting held July 21, 2016, rescheduled to October 6, 2016 by electronic notice on September 19, 2016, and confirmed by electronic notice on September 27, 2016.

Chair Brend called the meeting to order at 3:35 p.m. CALL TO ORDER

Chair Brend offered the opening prayer. OPENING PRAYER

Secretary/Treasurer Hunter called the roll. Present were Chair Brend, Vice Chair More, and Commissioners Chase, Parrish, and Rocha. ROLL CALL
Commissioner Garrett was absent, excused. A quorum was established. QUORUM

CIHA staff members present were Executive Director Anne Cook, Administrative Services Coordinator Debbie Dennis, Deputy Director Lyman Meade, Accounting Services Coordinator Marcy Chytka, Maintenance Coordinator Scott Felton, Housing Programs Coordinator Dale Herring, Housing Programs Specialist Tracey Mueller, and Maintenance Technician Scott Platter.

Also in attendance were CIHA Consultant Jimmy Willis and KRA Secretary Pam Lenox.

Chapter 130 of the Tribal Code of Ordinances and CIHA's Bylaws, Code of Conduct, and Board of Commissioners Confidentiality Agreement were provided in the meeting materials made available to the Commissioners online. Copies of the Board of Commissioners Confidentiality Agreement were distributed for signature at the meeting. (Copies attached to these minutes.) ELECTION OF OFFICERS

Executive Director Cook reviewed the sections of CITC Chapter 130.100(c) and CIHA Bylaws Article III setting forth the duties and manner of selection of Board officers, the CIHA Code of Conduct, and the Board of Commissioners Confidentiality Agreement. Review of Officers Duties

Chair Brend opened nominations for the office of Vice Chair. Vice Chair

Commissioner Parrish nominated incumbent Vice Chair More, seconded by Secretary/Treasurer Hunter. The motion carried unanimously, Vice Chair More abstaining.

Coquille Indian Housing Authority Board of Commissioners
Annual Meeting Minutes
October 6, 2016

Chair Brend opened nominations for the office of Secretary/Treasurer.

Secretary/Treasurer

Commissioner Parrish nominated incumbent Secretary/Treasurer Hunter, seconded by Vice Chair More. The motion carried unanimously, Secretary/Treasurer Hunter abstaining.

The meeting was adjourned at 3:45 p.m.

ADJOURNMENT

Prepared by:

Approved by:

Debbie Dennis
Administrative Services Coordinator

Signature

Date

Title