

COQUILLE INDIAN HOUSING AUTHORITY
BOARD OF COMMISSIONERS
ANNUAL MEETING MINUTES

Date: October 12, 2017
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 at the regular meeting held July 27, 2017 and confirmed by written notice on October 6, 2017.

Chair Brend called the meeting to order at 5:35 p.m.

CALL TO ORDER

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

ROLL CALL

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, and Maintenance Technician Scott Platter.

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

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

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

Secretary/Treasurer

Commissioner Garrett nominated incumbent Secretary/Treasurer Hunter, seconded by Commissioner Rocha. The motion carried unanimously, Secretary/Treasurer Hunter abstaining.

Coquille Indian Housing Authority Board of Commissioners
Annual Meeting Minutes
October 12, 2017

The meeting was adjourned at 5:45 p.m.

ADJOURNMENT

Prepared by:

Approved by:

Debbie Dennis
Administrative Services Coordinator

Signature

Date

Title