

COQUILLE INDIAN HOUSING AUTHORITY  
BOARD OF COMMISSIONERS  
REGULAR MEETING MINUTES

Date: March 29, 2018  
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 February 22, 2018 and confirmed by written notice on March 23, 2018.

Chair Brend called the meeting to order at 3:40 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 and Rocha. Commissioner Garrett was absent, excused. A quorum was established.

ROLL CALL

QUORUM

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

None.

PUBLIC COMMENT

Minutes of the February 22, 2018 regular meeting were provided in the meeting materials made available to the Commissioners online. (Copy attached to these minutes.)

MINUTES

Commissioner Chase moved to approve the minutes of the February 22, 2018 regular meeting, seconded by Secretary/Treasurer Hunter. Motion carried.

None.

AMENDMENTS  
TO AGENDA

Secretary/Treasurer Hunter moved to approve the agenda, seconded by Commissioner Chase. Motion carried.

Accounting, Maintenance, and Resident Services reports for February 2018 were provided in the meeting materials made available to the Commissioners online. (Copies attached to these minutes.)

DEPARTMENT  
REPORTS

Accounting Services Coordinator Marcy Chytka, Maintenance Coordinator Scott Felton, and Housing Programs Coordinator Dale Herring reviewed and responded to questions regarding the department reports.

Vice Chair More moved to approve the department reports, seconded by Commissioner Chase. Motion carried.

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A Tribal Police Department report for February 2018 was provided in the meeting materials made available to the Commissioners online. (Copy attached to these minutes.)

AFFILIATE  
REPORTS

None. The Kilkich Residents Association had not met since the last CIHA Board meeting.

Kilkich Residents  
Association

Executive Director Cook reviewed and responded to questions about recent Tribal Police Department activities.

Tribal Police  
Department

Vice Chair More moved to approve the affiliate reports, seconded by Commissioner Chase. Motion carried.

A Master Projects List dated March 29, 2018; drawings of the address signs being made for the new PMOSF building; the President's proposed FY 2019 IHBG budget; CIHA's revised Mission Statement approved at the previous Board meeting; memoranda from CIHA Attorney Ed Clay Goodman dated March 14, 26, and 27, 2018 regarding federal funding, legislative issues, and recent NAIHC activities; an NAIHC alert dated March 28, 2018 regarding the final FY 2018 Omnibus spending bill; and, a flyer announcing Tai-Chi classes at the Tribal Learning Center in April and May 2018 were presented at the meeting. (Copies attached to these minutes.)

EXECUTIVE  
DIRECTOR'S  
REPORT

Executive Director Cook reviewed and responded to questions regarding the status of current work priorities, other active items, projects completed since the last report, and recent issues.

Vice Chair More moved to accept the Executive Director's report, seconded by Commissioner Chase. Motion carried.

None.

COMMITTEE  
REPORTS

Chair Brend shared that the Coos History Museum would be hosting a fundraiser on September 8, 2018 featuring author Eric J. Doling and is planning a "Pirates, Black Flags, and Blue Waters" cruise through the Panama Canal.

BOARD  
COMMUNICATIONS

Vice Chair More shared that the Coastal Celtic Society would be holding an Irish-style high tea prepared by Chef Frank Murphy on April 7, 2018 at 2:30 p.m. at the North Bend High School.

None.

OLD BUSINESS

NEW BUSINESS

CIHA's FY 2017 Financial Audit was made available to the Commissioners online. (Copy attached to these minutes.)

FY 2017  
Financial Audit

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Auditor Gary Iskra of Isler CPA reviewed and responded to questions regarding CIHA's FY 2017 financial audit. The report expressed an unmodified opinion on the Authority's financial statements for the period.

Vice Chair More moved to approve the annual financial report and audit for the fiscal year ended September 30, 2017, seconded by Secretary/Treasurer Hunter. Motion carried.

Commissioner Chase moved to enter executive session to review Commissioner applications, seconded by Commissioner Rocha. Motion carried.

Executive Session  
to Review  
Commissioner  
Applications

The Board entered executive session at 4:55 p.m. Open session resumed at 5:00 p.m.

Commissioner Chase moved to recommend to the Tribal Council that Judy Rocha and Denise Hunter be reappointed to the CIHA Board of Commissioners, seconded by Vice Chair More. Motion carried, Secretary/Treasurer Hunter and Commissioner Rocha abstaining.

Due to inadequate response to the initial solicitation, it was agreed that CIHA would re-advertise the vacancy created by Commissioner Parrish's retirement.

None.

PUBLIC COMMENT

The next regular meeting was scheduled to be held May 10, 2018 at 3:30 p.m.

NEXT MEETING


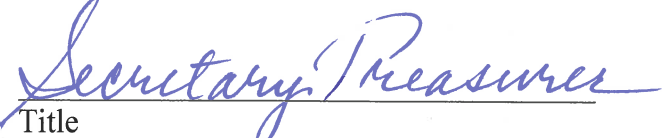
The meeting was adjourned at 5:05 p.m.

ADJOURNMENT

Prepared by:

Approved by:

  
\_\_\_\_\_  
Debbie Dennis  
Administrative Services Coordinator

  
\_\_\_\_\_  
Signature Date  
  
\_\_\_\_\_  
Title