

COQUILLE INDIAN HOUSING AUTHORITY  
BOARD OF COMMISSIONERS  
ANNUAL MEETING MINUTES

Date: September 26, 2019  
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 August 1, 2019 and confirmed by written notice on September 23, 2019.

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

Commissioner Severson offered the opening prayer. OPENING PRAYER

Commissioner Rocha called the roll. Present were Vice Chair More and Commissioners Garrett and Severson. Chair Brend, Secretary/Treasurer Hunter, 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, Housing Programs Coordinator Dale Herring, and Maintenance Coordinator Scott Felton.

Also present were Coquille Tribal Police Officer Jerry Merritt and Kilkich Resident Alison Felton.

CITC Chapter 130 and CIHA's Bylaws, Code of Conduct, and Confidentiality Agreement were provided in the meeting materials made available to the Commissioners online. Copies of the 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 Confidentiality Agreement. Review of Officers Duties

Vice Chair More passed the gavel to Commissioner Rocha during consideration of the Vice Chair position. SPECIAL ORDER

Commissioner Rocha opened nominations for the office of Vice Chair. Vice Chair

Commissioner Severson nominated incumbent Secretary/Treasurer Hunter, seconded by Commissioner Garrett. The motion carried.

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Commissioner More resumed the chair.

SPECIAL ORDER

Commissioner More opened nominations for the office of Secretary.

Secretary

Commissioner Garrett nominated Commissioner More, seconded by Commissioner Severson. The motion carried unanimously, Commissioner More abstaining.

Secretary More opened nominations for the office of Treasurer.

Treasurer

Commissioner Severson nominated Secretary More, seconded by Commissioner Garrett. The motion carried unanimously, Secretary More abstaining.

The meeting was adjourned at 3:50 p.m.

ADJOURNMENT

Prepared by:

Approved by:

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Debbie Dennis  
Administrative Services Coordinator

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Signature

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Date

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Title