Crestview Senior Housing Board Meeting

May 5, 2022

Meeting was called to order at 1:00 pm by Charlene Ogier, President. Present:, Jackie Kuxhausen, Eldon Rodine, and Gerri Hild – Managing Agent.

**Minutes:** Minutes from December meeting were reviewed. Motion by Jackie and seconded by Eldon to approve minutes. Motion carried.

**Financial Reports:** December, January, February, March & April Accounts Payables, Monthly Report for Establishing Net Income; December, January, February, March & April Balance Sheet and Statement of Operating Receipts and Expenditures reports. November, December, January, February, & March reports from

Loucks & Schwartz Financials.

Motion by Eldon to approve and seconded by Jackie. Motion Carried

**Occupancy Report:** We have 6 vacancies at this time. With no applications in process

**Communications:** Tenant Dinner will be held on 5/18, will be potato bar.

**Tenant Report:** None

**Executive Session:** None

**Old Business:** Security Cameras – All have been installed. Gerri received another bill from the Oliver’s which was even higher than the last one. Gerri has emailed Mr. Oliver about the bill and he is just arguing with her about the amount. Hild will type up a letter to send to him explaining why we feel its fully paid.

**Board Member Vacancy** – Gerri will reach out to Angie Mannel to see if she is still interested on the board or if we need to find someone else to find her spot. Gerri did speak to Patty Barkmeier and she is interested in joining the board. She will be in attendance for our June meeting.

New Business:

**Maintenance Positon-** Gerri told the board we have a full time position open and have had no applications yet at this time. We currently still have one full time but, am in need of another.

**Audit Findings 2016 & 2020**- Gerri has been in contact with Michelle Riggs about the 2016 findings. Michelle does not know how to correct issue and is going to check into it. Only thing Gerri can find is Crestview was never paid for the one month in 2016. Once we have those completed Gerri will work forward to correct the other findings.

**Lawn Care Treatment-** Gerri sent out a bid pack regarding chemical treatment for Crestview. The only bid received back was from Green Acres. In the past we had Mills but, they sold to Green Acres. An email was sent out to get approval and Gerri went through to accept it.

**Afghan Refuges-**  Gerri got notice that the refuges are looking for housing and that Crestview shows available units as possible places for them to apply to reside. If they do apply all rules for the program apply such as the 62 and older & be under the income guideline. At this time we have no refuge applicants.

**Reserve Replacement-** Gerri has requested to use more of the replacement reserve to remodel apt 13 and to also get more ptac units on hand. Per guideline we must keep $1000.00 per unit in reserve and we have plenty to start updating our outdated units.

**Signature Cards for Flatwater Bank-**We are needing to get new signature cards for the bank but, we need to make sure all spots are filled prior to doing it or will have to it again once the spot is filled. Gerri will type up a letter to send to Flatwater letting them know Gerri can perform transfers for Crestview until we have all signature cards completed.

**2022 Income Limits-**Gerri gave all board members the new updated 2022 Income limits summary for Crestview. The income limits did go up for 2022 but, we still do not currently have any applications at this time to fill any vacant spots. Gerri explained that when we are working with applicants, they are not able to go over the Very low income category, which one person must be at or under $27,550 or two people at $31,450.

**Open Forum:** None

Motion by Jackie and seconded by Eldon to adjourn the meeting at 1:32 pm. Meeting adjourned.