

THE TWIN FALLS HOUSING AUTHORITY
ANNUAL MEETING * JANUARY 12th, 2021

The Board of Commissioners met January 12th, 2021 via conference call due to COVID-19 Pandemic protocols. Mike Mason, Chair, called the meeting to order with Roll Call at 12:02 p.m. Those in attendance: Dennis Sonius, Mary Shaw, Jan Murphy and Rick Brown. Toasha Lierman, Financial Manager present. Leanne Trappen, absent.

Mike Mason opened the meeting with a motion to amend the agenda to include the selection of Auditor.

- Dennis Sonius seconded the motion to amend the agenda for selection of auditor; Motion passed unanimous.

Mike Mason presented the minutes for the December 8th Board meeting called for any questions or corrections.

- Mary Shaw moved to approve the December 8th minutes with the correction as noted. Rick Brown seconded the motion. Motion passed unanimous.

Mike Mason presented the Bills and Vouchers for December and called for discussion or a motion.

- Rick Brown moved to approve the Bills and Vouchers, Dennis Sonius seconded the motion. Motion passed unanimous.

The Board reviewed the December 2020 Profit & Loss report. Discussion followed explaining the \$45,696 year end draw down being more than we anticipated. The Adjusted Net Income for the month is \$46,629.

Executive Director Report: Mike Mason called for discussion or questions, stating Leanne would have policies forthcoming during the month for review. No further discussion followed.

Mike Mason called for nomination for Board Officers. Mike opened the floor for nominations for Board Chair.

- Dennis Sonius nominated Mike Mason to continue serving as the Board Chair. Mary Shaw seconded the nomination.
- Rick Brown nominated Dennis Sonius to continue to serve as the Vice Chair, Jan Murphy seconded the nomination.

Mike Mason called for any other nominations or a vote for nominations as follows: Mike Mason for Chairperson and Dennis Sonius as Vice Chair. Vote was unanimous.

Mike Mason presented the copies of the Audit proposals for discussion and questions. Discussion followed reviewing project schedules, firm references, experience and the purpose of the RFP process to allow opportunity to change audit firms occasionally providing a fresh perspective reviewing financials, procedures and internal controls. Mike Mason called for a motion recommending the audit firm to be contracted to perform the upcoming financial audits per proposal.

- Mary Shaw made the motion to accept the auditing firm, B2a CPA's, LLC proposal. Rick Brown seconded the motion. Motion passed unanimous.

General Business: Discussion was held to address the hiring of a new Executive Director. Materials were gathered to formulate a job description for the Executive Director position. A timeline was discussed for the development of the job description, announcement, recruitment, job offer and start date. It was decided to proceed sooner than later should there be a need for a second round due to a possible lack of qualified interest, candidate relocation, etc. The Board agreed to present the job description and job announcement at the February Board meeting. Targeted timeline: advertise the position by the end of March, first part of April; schedule interviews the first part of May, make job offer by first week of June, start date by August.

Mike Mason called for any other business or a motion to adjourn. No discussion followed.

- Rick Brown made the motion to adjourn the Regular Meeting, Dennis Sonius seconded, motion passed unanimously. Meeting adjourned at 12:33 p.m. The next meeting is February 9th 2021 at 12:00 p.m.


Leanne Trappen, Secretary


Mike Mason, Chair

2-9-2021
Date