

Housing Authority of the City of Elk City, Oklahoma

Board of Commissioners Meeting

Wednesday, September 21, 2011 - 9:00 a.m. – Regularly Scheduled Meeting

Fairview Village Community Room - 1510 W. 9th Street - Elk City, Oklahoma

AGENDA

1.Call to order

2.Roll Call

3.Consider/Approve/Disapprove minutes of previous meeting –July 20, 2011

4. Reports:

A.Report on current occupancy statistics including vacancy rate and status of applications

B.Report on current financial status including tenant accounts receivable and operating expenses

a. Presentation of Annual Audit Report for Fiscal Year 2010

C.Learning Center Report

a. Board to review the following as required by Oklahoma Department of Libraries as a condition for receiving grant to fund literacy programs for the Western Oklahoma Learning Center.

i. By-Laws

ii. Mission Statement

iii. Short-range plan

iv. Job Description for Learning Center Director

b. Consider/Approve/Disapprove the current year's budget for the Western Oklahoma Learning Center

c. Board to determine the Learning Center's program capacity

D.Executive Director's Report

5. Announcement of Annual Meeting and Election of Officers

6. Unfinished Business

7. New Business (Items not anticipated at time of agenda preparation)

8. Adjourn