

Bangor Housing Commission

820 Second Street

Bangor, MI 49013

Meeting minutes

4/17/2025

1. **Call To Order:** By President Farmer @6:00 PM
2. **Pledge Of Allegiance:** Recited By All.
3. **Roll Call:** PRESENT: President Farmer, Vice President Muenzer, Resident Member McCloud, Commissioner Gray, Commissioner Mock.
4. **Approval of Agenda:** Motion by Vice President Muenzer, 2nd by Commissioner Gray. Aye 5 Nay 0.
5. **Reading and Approval of the minutes from:** 3/20/2025 Motion by Vice President Muenzer, 2nd by Commissioner Gray. Aye 5 Nay 0.
6. **Approval of Accounts Payable/ Bill:** Motion by Commissioner Gray by 2nd Vice President Muenzer. Aye 5 Nay 0.
7. **Report on the Director Regarding Authority Business:** CD from Bank out of tenant security funds \$10,000.00. Motion by Commissioner Mock, 2nd by Vice President Muenzer. 5 Aye Nay 0. Executive Director to Eliminate Pet Deposit, Laundry Funds, Capital fund. Move them to General Account. Motion by Commissioner Gray, 2nd by Vice President Muenzer. Aye 5 Nay 0.
8. **Financial Report:**
 - A. **Operating Funds Statement-** \$45,679.32
 - B. **Capital Funds Statement-** \$100.23
 - C. **Security Deposit Statement-** \$14,148.42
 - D. **Laundry Funds Statement-** \$6,056.63
 - E. **Rent Revenue for March's-** \$17,511.00
 - F. **Pet Deposit Funds-** \$100.22
 - G. **March's Draw Down-** \$7,000.00
 - H. **Balance After Paying Bills-** \$3,984.78
9. **Occupancy Report:** 1220 North Center Street, still working at 1025 2nd Street APT # D.
10. **Procurement Report:** Refrigerators and Stoves.
11. **Physical Needs Assessment:**
12. **Old Business:**
13. **New Business:** 2024 CFP.
14. **Public Comments:** Public Comments were heard.
15. **Board Comments:** Board Comments were heard.

16. Adjournment: @ 6:35 PM

Motion by Vice President Muenzer, 2nd by Commissioner Mock.

**Respectfully Submitted,
Executive Director Brandy Wines**

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3/20/2025

1. **Call To Order:** By President Farmer @6:00 PM
2. **Pledge Of Allegiance:** Recited By All.
3. **Roll Call:** PRESENT: President Farmer, Vice President Muenzer, Resident Member McCloud, Commissioner Gray.
4. **Approval of Agenda:** Motion by Vice President Muenzer, 2nd by Commissioner Gray. Aye 4 Nay 0.
5. **Reading and Approval of the minutes from:** 2/20/2025 Motion by Vice President Muenzer, 2nd by Commissioner Gray. Aye 4 Nay 0.
6. **Approval of Accounts Payable/ Bill:** Motion by Vice President Muenzer 2nd by Commissioner Gray. Aye 4 Nay 0.
7. **Report on the Director Regarding Authority Business:** Executive Director the fire alarms are fixed and new doors put on the 820 2nd street building.
8. **Financial Report:**
 - A. **Operating Funds Statement-** \$55,105.91
 - B. **Capital Funds Statement-** \$100.22
 - C. **Security Deposit Statement-** \$14,047.24
 - D. **Laundry Funds Statement-** \$5,565.36
 - E. **Rent Revenue for March's-** \$17,511.00
 - F. **Pet Deposit Funds-** \$100.21
 - G. **March's Draw Down-** \$10,260.00
 - H. **Balance After Paying Bills-** \$5,334.65
9. **Occupancy Report:** Estimate for apartment 1025 2nd street APT #D \$2,600.00. The Executive Director would like to eliminate pet deposits from the bank. Motion by Commissioner Gray, 2nd by Vice President Muenzer 2nd. Aye 4 Nay 0.
10. **Procurement Report:** Refrigerators and Stoves.
11. **Physical Needs Assessment:** Stove and Refrigerator.
12. **Old Business:** Doors, Key fobs, Fire alarms.
13. **New Business:** Executive Director said we still have insurance through Decker. The Executive Director said might have to have 2 policies to get it cheaper 1 building, 2 liability.
14. **Public Comments:** Public Comments were heard.
15. **Board Comments:** Board Comments were heard.

16. Adjournment: @ 6:35 PM

Motion by Vice President Muenzer, 2nd by Commissioner Gray.

**Respectfully Submitted,
Executive Director Brandy Wines**