COMMUNITY DEVELOPMENT AUTHORITY
August 21st, 2012

The financial meeting of the Community Development Authority was called to order by the Chairperson, Dave LaFontaine at 9:00am in the Cedar Rail Court Executive Conference Room, located at 601 S. Cedar Avenue, Marshfield, WI.

Affirmation of Proper Posting of Meeting: Meeting Posted August 17th, 2012.

ROLL CALL: PRESENT: Dave LaFontaine, John Conklin
EXCUSED ABSENSE: Dave Marsh.
OTHERS PRESENT: Mary James-Mork Executive Director, Julie Mess Housing Operations Director, Kathy Scheuer Office/Procurement Coordinator.

Declaration of a quorum.
Public Comment: none

Accept and recommend to the board
CDA 12-75 Motion by LaFontaine seconded by Conklin to accept and recommend to the board:
Monthly financials as presented, former month and current month totals on Public Housing Statement of Activities, regarding money withdrawn from savings. List Resident Funds in Resident monthly newsletter and continue Resident Incentive for Occupancy of $200.00 to be reviewed periodically. 2 Ayes

MOTION CARRIED

CDA 12-76 Motion by LaFontaine seconded by Conklin to accept and recommend to the board:
The Financial Procedures Policy with terms and definition of terms (acronyms) included in Policy and contingent upon review of auditors and accountants. 2 Ayes

MOTION CARRIED

CDA 12-77 Motion by LaFontaine seconded by Conklin to accept and recommend to the board:
The Purchase Order Procedure Policy as reviewed including # 7 as listed. 2 Ayes

MOTION CARRIED

Procurement Policy Addendum to be rewritten and presented to the board.

CDA 12-78 Motion by LaFontaine seconded by Conklin to accept and recommend to the board:

Contacting City of Marshfield regarding list of approved banks for investment opportunities. 2 Ayes

MOTION CARRIED

Next Financial meeting will be September 25, 2012 at 9:00am.

Motion by LaFontaine, seconded by Conklin to adjourn meeting. Meeting adjourned at 10:02am.

Respectfully submitted,

Mary James-Mork	Dave LaFontaine
Executive Director	Chairperson