

**Minutes of the Special Meeting
Of the Board of Commissioners of the
Housing Authority of the City of Upland, CA
Held Monday, November 23, 2015
5:00 P.M.**

The Board of Commissioners of the Housing Authority of the City of Upland, CA met in special session at Upland City Hall, Council Chamber, 460 N. Euclid, Upland, CA in the manner called for in the bylaws. Vice Chair Stone called the meeting to order, and upon roll call, Commissioners present and absent were as follows:

1. ROLL CALL

Present: Commissioners Musser, Stone, Bozar, Timm, Filippi, Horton, and Roman.
Commissioner Timm arrived after roll call at 5:02p.m.
Absent: None.
Others Present: Executive Director Swift

Chairman Musser declared a quorum present.

2. DISCUSSION ITEM

Director Swift reviewed the report on staffing challenges and four recommendations. **Following discussion the consensus of the Board was not to take action on the first three recommendations listed in Director Swift's report.**

Following further discussion, a motion was made and seconded by Commissioners Stone and Bozar to approve Director Swift's fourth recommendation to recruit for a part-time clerical position not to exceed \$5,200 per year, with the stipulation that the Board engage in long-term planning to identify what direction the Board wants the agency to go.

The motion was approved unanimously by a voice-vote of all Board members present.

3. LEGAL MATTERS – Closed Session

Chairman Musser adjourned to closed session at 5:20 p.m. pursuant to Government Code Section 54956.9(d)(1). Closed session ended at 5:49p.m.

After the closed session, the Authority's Counsel Jimmy Gutierrez reported via teleconference that he had briefed the Board about the status of legal matters and that no action was needed or taken.

4. ADJOURNMENT

The special meeting of **November 23, 2015** was adjourned at **5:56 P.M.** The next regular meeting of the Board of Commissioners of the Upland Housing Authority will be held at **5:00 P.M.** on Monday, **December 14, 2015**, at the Upland City Hall, Council Chambers, 460 N. Euclid Avenue, in the City of Upland, CA.

Respectfully submitted for approval,



Don Swift – Secretary to the Board


12/16/15