

# HOUSING OPPORTUNITIES OF SW WASHINGTON BOARD OF COMMISSIONERS SPECIAL BOARD MEETING

Monday, November 12, 2018 at 12:00 pm

820 11<sup>th</sup> Ave.  
Longview, WA  
Minutes

Vice Chair Ostermiller called the meeting to order at 12:00 pm.

**PRESENT:**

Chair, Wayne Ostermiller  
Vice Chair, Floyd "Gus" Nolte  
Commissioner, Peter Bennett  
Commissioner, Allan Rudberg  
Commissioner, Jerry Bakken  
Secretary, Chris Pegg

**ABSENT:**

Commissioner, Marchelle Knapp

**STAFF:**

Vickie Rhodes, Housing Programs Supervisor  
Becky Phillips, Finance Manager

**GUESTS:**

None

**CHANGES AND ADDITIONS TO THE AGENDA:** None

**OPPORTUNITY FOR PUBLIC DISCUSSION:** None.

**UNFINISHED BUSINESS:**

**BOARD DISCUSSION/ACTION: CEO selection process**

Chairperson Ostermiller requested a brief update on the CEO selection process. Selection committee member Becky Phillips informed the Board that one of the applicants had withdrawn from consideration. Ms. Phillips and Commissioner Bakken also provided a report on the meeting between the top candidate and Mayor ProTem Mike Wallin, Commissioners Bakken and Knapp and staff. Staff also took the candidate on a brief tour of local properties.

**NEW BUSINESS:**

**BOARD DISCUSSION/ACTION: Approval of Resolution 19-06 – refinancing of long-term debt for the administration building**

Finance Manager Becky Phillips presented Resolution 19-06 to the Board for approval. This resolution amended previous Resolution 19-05 approved by the Board during the October board meeting. Staff was advised this loan did not qualify for the tax-exempt bank qualified fixed rate of 3.5% due to the original use of the loan. The new rate is 4.43%. Commissioner Bakken moved to approved Resolution 19-06 as presented. **Commissioner Bennett seconded the motion. There was some discussion about the uses of the additional funding included in the loan and the increase in appraised value since time of purchase. There being no further discussion, Chairperson Ostermiller called for a vote. Motion passed unanimously.**

**Executive Session:**

Chairperson Ostermiller adjourned the meeting to Executive session to discuss qualification of an applicant for public employment per RCW 42.30.140(4). Executive session was convened at 12:07 p.m. and expected to last until 12:30 p.m.

Chairperson Ostermiller reconvened the special meeting at 12:31 p.m. **Commissioner Rudberg made a motion to make an offer to Jennifer Westerman for the position of CEO subject to negotiation of salary and benefits. Commissioner Bakken seconded the motion. There was no further discussion. Motion passed unanimously.**

Chairperson Ostermiller appointed Commissioners Bennett and Knapp to a committee to negotiate salary and benefits with Ms. Westerman. Final action will be scheduled for the regular monthly board meeting scheduled for November 26, 2018.


There being no further business to discuss the meeting was adjourned at 12:54 p.m.

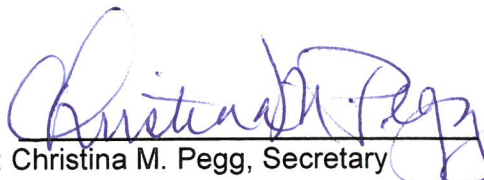
**SCHEDULING OF NEXT REGULAR MEETING:** November 26, 2018.

Respectfully submitted by:

CHRISTINA M. PEGG, Chief Executive Officer

**BOARD APPROVAL OF MINUTES**

  
Wayne Ostermiller, Chair

  
Attest: Christina M. Pegg, Secretary