

Southwest Michigan Building Authority
March 23, 2017

The SMBA meeting was held at the Oshtemo Township Hall, Chair Jeff Sorensen called the meeting to order at 8:30 a.m.

PRESENT:

Jeff Sorensen, Chair, Cooper Representative
Deb Everett, Secretary, Oshtemo Representative
Nancy Culp, Oshtemo Representative
Larry Stehouwer, Citizen at Large

Also present were Building Official Jerry Reitenour, Attorney James Porter, and Administrative Operations Assistant Crystal Bartel.

Consent Agenda

February 23rd Regular Meeting Minutes
Financial Report
Building Official Report

Motion by Stehouwer, second by Everett to approve the consent agenda. Carried 5-0.

Budget Amendment

Requested budget amendment to transfer from reserves \$20,000 to capital outlay for purchase of a copier/scanner/plotter.

Motion by Culp, second by Stehouwer to approve the budget amendment. Carried 5-0.

Other Business

Mr. Reitenour advised membership for the Home Builders Association has been paid.

Attorney Porter presented the final draft of the organization by-laws.
Motion by Everett, second by Culp to approve the by-laws. Carried 5-0.

The Employee Handbook will be updated by Ms. Everett for board consideration at the April 27th meeting.

Mr. Stehouwer advised he has been appointed to the Road Commission of Kalamazoo County; inquiries have not revealed an issue of incompatibility with his SMBA board role.

Mr. Reitenour advised inspector licenses issued by the State no longer provide which field they are licensed in. Attorney Porter will follow up.

Meeting adjourned at 9:10 a.m.

Next meeting – April 27, 2017 – 8:30 a.m.