

**Avon Park Housing Development Corporation
Board of Directors Annual Meeting
Avon Park, Florida
North Central Heights Community Center
709 Juneberry Street**

**Tuesday, October 21, 2014
5:45 PM**

Annual Meeting Agenda

CHAIR TO CALL MEETING TO ORDER, SECRETARY ROLL CALL-

PREVIOUS MINUTES: Annual Board Meeting; October 17, 2013

COMMUNICATIONS: None

I. A. Election of Chairperson, Secretary to preside

B. Election of Vice-Chairperson, Elected Chairperson to preside

C. Annual Report; Board Secretary

1. The board of directors shall approve signers to each bank account.
2. The board of directors shall approve any new and necessary bank accounts.
3. As required, all new signers shall complete the appropriate signature card and corporate resolutions.
4. Name, address and telephone directory of all board of directors officers will be obtained and recorded by the Fiscal Manager.
5. A review of the current operating procedures should be made with the chairperson and Vice-Chair and reaffirmed or revised with the Board Secretary.
6. All financial institutions should be notified of any changes to the authorized signers of the accounts within three (3) business days following the annual meeting.

D. Adjourn Annual Meeting

In accordance with the American Disabilities Act and Section 286.26 Florida Statutes, any person with disabilities requiring reasonable accommodations to participate in this meeting should call the Housing Authority offices five days prior to the meeting.

**Avon Park Housing Development Corporation
Board of Directors Annual Meeting
North Central Heights Community Center
709 Juneberry Street
Avon Park, Florida
5:45 PM Thursday, October 17, 2013**

Annual Meeting Minutes

CHAIR CALLED MEETING TO ORDER, SECRETARY ROLL CALL- Directors Present; Vice Chairperson Harris, Directors Wade, Roberts, Vinson, Stukes, and Daffner. Directors Absent: Brojek, Lucas & Windsor. Quorum declared.

PREVIOUS MINUTES: Annual Board Meeting; October 16, 2012

Moved by Director Roberts, seconded by Director Wade that the Minutes of the Annual Board Meeting of October 16, 2012 approved as circulated; motion carried unanimously.

COMMUNICATIONS: None

Annual Meeting Agenda

- I. A. Election of Chairperson: Secretary Shoeman presided, called for nominations for Office of Chairperson. Director Roberts nominated Director Harris, seconded by Wade. Secretary Shoeman called for additional nominations. Being none, Director Roberts moved that the nominations be closed and that Harris be elected by acclamation. Motion was seconded by Director Wade; motion carried unanimously. Secretary Shoeman then passed the gavel to newly elected Board Chair Harris to conduct the election for Vice-Chairperson.

- B. Election of Vice-Chairperson: Chairperson Harris called for nominations for the Office of Vice-Chairperson. Director Harris nominated Director Daffner, seconded by Director Roberts. Director Roberts moved nominations be closed and Harris be elected by acclamation; motion seconded by Director Wade; motion carried unanimously.

- C. Annual Report: The Secretary informed the Board that APHDC Bank accounts now required new signatories to accommodate the newly elected officer positions. By consensus, the following Directors agreed to serve as signatories for the APHDC bank accounts; Roberts, Wade, Vinson, Daffner and Harris.

Being no further Business to come before the Board, the meeting was adjourned at 5:50pm.

Accepted _____

Attest _____

SEAL