



**Tele/Email Voting Minutes
December 30, 2016**

Per Robert's Rules of Order, and at the direction of the chairman, Jamie Burnett, the following was submitted by email and telephone vote, respectively:

The official vote is in on whether to approve the 12/30/16 write off an uncollectable balance on a vacated tenant for the Warrenton Housing Authority for \$1523.04. As of today's date five votes were taken with a 5-0 ratio to approve the write off the uncollectable balance.

Respectfully Submitted,

Kelly S. Evans, CMPO
Executive Director

Jamie Burnett
Chairman