

Memo

To: Albion Housing Commission Board of Commissioners
From: Ann Kemp, Executive Director 
cc: File
Date: November 10, 2016
Re: Monthly Board Meeting Cancelled, Account Payables and
Bank of America Credit Card Statement

Commissioners,

The board meeting for Tuesday, November 15, 2016 has been cancelled due to no new business to report.

I am anticipating a Special Board meeting for Tuesday, December 20, 2016.

Enclosed for your review and approval are the Albion Housing Commission's Account Payables for October 28, 2016 - November 10, 2016 and the monthly Bank of America Credit Card Statement and Summary for September 26, 2016 – October 25, 2016. If you have any questions or further information is needed; please feel free to contact me.

Thank you.