

Town of Crystal Bay

Finland Home Solutions
Housing Commission Reorganizational
Special Meeting Minutes
Clair Nelson Community Center
6866 Cramer Road Finland, MN 55603

Minutes

March 24th, 2026

- I. Clerk Breden calls the Special Meeting of the Housing Commission Finland Home Solutions to order at 6:08pm. Noted to change the agenda date from March 23rd to March 24th. If anyone wants to change the Agenda please motion to do so now.
 - A. In Attendance: Stacy Breden, Rachel Clark, Honor Schauland, B. J. Kohlstedt, Sarah Mayer, Michael Miller, Colby Abazs, Charlotte Hughes.
 - B. Time Keeper: Clerk Breden to keep meetings as close to 1hr as possible.
- II. Special Meeting Business
 - A. Resolution 3.23.26
 1. Chair Sarah Mayer
 2. Vice Chair B.J. Kohlstedt to enact responsibilities of the Chair if they are absent.
 3. Secretary Colby Abazs
 4. Set Dates of : Tuesdays 4/14, 5/12, 6/9, 7/8, 9/11, 9/22
 - a) Time 6pm
 - b) Place: @ Clair Nelson Community Center located at 6866 Cramer Road Finland, MN 55603
 - c) IRRRB Meeting discussion on date possibly May 15th 9am to 1pm.
 5. MOTION to pass resolution 3.23.26 Motioned by: Rachel Clark seconded by B.J Kohlstedt, passed by unanimous consent
 - B. Clerk Notes
 1. Reminding of the Rules per Town Resolution 3.2026.07
 - a) Pay is \$50.00 per Board Meeting and \$25.00 outside of the meeting.
 - b) Stipends of \$30.00 are awarded to anyone in attendance if they fill out a reimbursement sheet and hand it in to the Board Chair after regular meetings.
 - c) Mileage is paid at a rate of .725 for 2026.
 2. Open Meeting Rules
 - a) Google Drive Access should be limited to Chair, Vice and Secretary, if access is needed by other partners for a project please remove access after the project is done or before our Commission is up in 6 months. If other board members require access please send PDF's

- b) Please BCC when emailing between board members and no interactive Agendas per Open Meeting Rule.
- c) Crystal Bay Township has a Social Media Policy which does not involve ZOOM or another type of interaction. If the Housing Commission would like Zoom capabilities we need to have a policy for that .
 - (1) I have reached out to our Town Lawyer for this to be drawn up given the Open Meeting Law Statutes in play. I will have this by the end of March, and can be passed at the next meeting. It wouldn't go into effect until May.
 - (2) The Commission would need a Zoom or Social account set up and would come out of your budget. Clerk to look into approved Streaming.
- d) Crystal Bay Township also has a recording policy for meetings. If you would like to adopt this as your policy I can have that ready at the next meeting.
 - (1) If the Commission has no recording policy the Commission cannot record at these meetings. If the Commission would like to video record in the future I will have to look into that. The group decided they are not in favor of audio recording the meetings.
 - (2) Meals: If the Commission would like to share a meal ahead or after a monthly meeting please do not advertise it as meeting time and please do not speak about housing related issues. The group decided that no meal will be served, if snacks are brought and shared that would be nice but not necessary.

C. Plan for next meeting was discussed by the commission

III. . **CLOSE MEETING:** MOTION: to adjourn the meeting at 7:08 pm until regular monthly meeting on April 14th, 2026 at 6p.m. at the Clair Nelson Community Center. Motioned by Colby Abazs , Seconded by Charlotte Hughes Passed by unanimous consent.

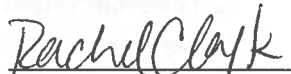
 date: 4/14/26
Board Chair- Sarah Mayer

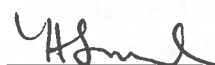
 date: 4/14/26
B.J. Kohlstedt- Vice Chair

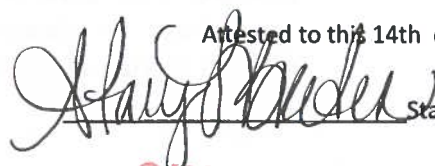
____ date: ____
Colby Abazs - Secretary

 date: 4/14/26
Charlotte Hughes- Member

____ date: ____
Michael Miller- Member

 date: 4/14/26
Rachel Clark - Member

 date: 4-14-26
Honor Schauland- Member

 Attested to this 14th day of April, 2026
Stacy Breden Town Clerk
ORIGINAL