

**REGULAR MEETING MINUTES  
THE HOUSING AUTHORITY OF MARION COUNTY, ILLINOIS  
BOARD OF COMMISSIONERS  
FEBRUARY 22, 2024 – 12:00 PM  
THE GREATER CENTRALIA CHAMBER OF COMMERCE  
210 EAST BROADWAY, CENTRALIA, IL 62801**

**Present:**

Vice Chairwoman Marva Bledsoe  
Commissioner Cheryl Eyre  
Commissioner Bo Baer  
Commissioner Ray Bowers  
Commissioner Steve Whritenour  
Commissioner Judith Meeks-Hakim

**Absent:**

Chairwoman Nancy Lackey

**MCHA Staff:**

Executive Director Kelly Tinsley  
Executive Administrative Assistant Angie Clifton

*Minutes*

**Call to Order**

Kelly Tinsley called the meeting to order at 12:00 p.m.

**1. Roll Call**

A verbal roll call was taken, and the following Commissioners were physically present: Marva Bledsoe, Bo Baer, Cheryl Eyre, Ray Bowers, Steve Whritenour and Judith Meeks-Hakim.

**2. Public Comment**

There were no members present from the public.

**3. Approval of Minutes**

The minutes of the Closed Meeting held December 19, 2024 and minutes of the Regular Meeting held on January 25, 2024 were presented to the board. A motion was made by Commissioner Whritenour to accept all the Minutes presented. Commissioner Meeks-Hakim seconded the motion. The motion carried unanimously.

**4. Financial Reports**

The Financial Reports for December were provided in draft. Due to end of year and the FDS having to be filed by February 28<sup>th</sup>, the January financials have not yet been prepared. Check registers for Low Rent Operating and COCC with CFP expenditures detailed as well as Credit card statements were distributed to the Board for review.

Executive Director Kelly Tinsley discussed recent purchase of stoves, water heaters and fridges.

The discussion was all informational and no motion was needed to approve the financials.

## **5. Director's Report**

Executive Director Tinsley provided the board with the February Director's Report. The following topics were discussed:

- HUD still has not provided us with infrastructure updates regarding HOTMA. All occupancy staff will be attending training in March by Nelrod.
- The Maintenance and Management Clinic is in April and there will be more HOTMA training presented by Nan McKay. We are excited we will also be sending 4 maintenance personnel this year.
- The Annual Nelrod Conference is in April in Las Vegas and we will be sending staff for more HOTMA training as well as training with Section 3 and VMS.
- Once we have completed all of the HOTMA training staff will retreat to make sure we are compliant. We anticipate Board approval in May with implementation January 1, 2025.
- We are working on scheduling a regional HCV landlord training on the new inspection guidelines. The cost for scheduling the training could be \$4,000-5,000 and we are looking into offering the training to other housing authorities to send their landlords for training to offset the costs.
- We are currently working with a dealership in Fairview Heights to trade in the 3 Explorers that have been having issues.
- We just completed our 2023 annual payroll audit for workers' compensation and we will owe money this year due to our estimate provided being lower than the salaries paid through 12/31/23.

## **6. Old Business**

None.

## **7. New Business**

- Resolution #1282: SEMAP Certification FYE 12/31/2023. After review and discussion, Commissioner Bledsoe made a motion to approve Resolution #1282. Commissioner Whritenour seconded the motion.
- Agreement for Legal Services with Mahoney, Silverman & Cross, LLC. After review and discussion, Commissioner Baer made a motion to approve the Agreement for Legal Services. Commissioner Eyre seconded the motion.
- A discussion was held to review the Executive Director Review process. It was decided that a committee will work on the 2023-2024 review and will be chosen at the next meeting.

*Commissioner Ray Bowers had to exit the meeting at 12:50 PM.*

**8. Adjournment**

There being no further business presented to the Board, Commissioner Bledsoe made a motion to adjourn the meeting. Commissioner Whritenour seconded the motion and the motion carried unanimously. Meeting was adjourned at 12:55 PM.

Approved:



Board of commissioners Chairwoman, Nancy Lackey