

**REGULAR MEETING MINUTES
THE HOUSING AUTHORITY OF MARION COUNTY, ILLINOIS
BOARD OF COMMISSIONERS
NOVEMBER 21, 2024 – 12:00 PM
THE GREATER CENTRALIA CHAMBER OF COMMERCE
210 EAST BROADWAY, CENTRALIA, IL 62801**

Present:

Chairwoman Nancy Lackey
Vice Chairwoman Marva Bledsoe
Commissioner Ray Bowers
Commissioner Judith Meeks-Hakim
Commissioner Steve Whritenour
Commissioner Cheryl Eyre

Absent:

Commissioner Bo Baer

MCHA Staff:

Executive Director Kelly Tinsley
Executive Administrative Assistant Angie Clifton

Minutes

Call to Order

Chairwoman Nancy Lackey called the meeting to order at 12:02 p.m.

1. Roll Call

A verbal roll call was taken, and the following Commissioners were physically present Nancy Lackey, Marva Bledsoe, Judith Meeks-Hakim, Steve Whritenour, Cheryl Eyre and Ray Bowers. MCHA Executive Director Kelly Tinsley, Executive and Administrative Assistant Angie Clifton were also present.

2. Public Comment

There were no comments from the public.

3. Approval of Minutes

The minutes of the Regular Meeting held on October 21, 2024, were presented to the board. A motion was made by Commissioner Bowers to accept the Minutes presented. Commissioner Eyre seconded the motion. The motion carried unanimously.

4. Financial Reports

The Financial Reports for October were distributed to the Board for review. These reports included a combined balance sheet and income statement as of the end of the year, the balance sheet and income statement for the COCC, AMP 1, AMP 2, AMP 3 and CFP report for 2022, 2023 and 2024, a financial analysis for each AMP, the balance sheet, income statement for Section 8 and ROSS, and a financial analysis for Section 8. Also included were the October check registers for Low Rent Operating and COCC with CFP expenditures detailed.

Executive Director Kelly Tinsley reviewed the financial reports noting there have not been any unusual payments. We did purchase a new truck for maintenance in AMP 1. Discussed the removal of clotheslines in AMP 2 and AMP 3.

A motion was made by Commissioner Whritenour to approve the Financial Reports. Commissioner Meeks-Hakim seconded the motion and the motion carried unanimously.

5. Director's Report

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

- Staff attended fair housing training last week in Effingham. We already do a lot of best practices but we will be evaluating our internal processes and make sure we are putting our best foot forward.
- PHADA has a Commissioner conference in January. We can send 2 commissioners.
- There was a unit fire involving a stove. There was no structural damage to the unit.
- The Sidewalks at Glenwood 3 are 50% complete. They are looking nice and the ramps are much improved.
- Our inspector Jason has been promoted to Modernization Manager. His transition will not take place until his current inspector position is filled.
- REAC completed their NSPIRE of Centralia. No major issues were identified and there were minimal infestation findings. The property received a score of 81.
- AHRMA's annual renewal increased by less than 1%.
- AMP 1 office bathroom has a leak at the wax seal on the toilet and will need to have the flooring replaced.
- The Salem office has major electrical wiring issues due to prior repairs made many years ago. Kenny is assisting with a plan to get this project bid and repair with a goal of before year end.
- The recently acquired lots will need some work completed before we can move forward with any plans.
- Director Tinsley will be conducting staff evaluations in the coming weeks and will be providing merits paid from COCC like previous years. There is consideration for a cost of living adjustment as well but she is still evaluating.
- Discussion held regarding tenant complaints received and potential resolutions.

6. Old Business

None.

Commissioner Bowers had to leave the meeting at approximately 1:04 PM.

7. New Business

- Resolution #1301: Cell Phone Stipend to Employees. After review and discussion, Commissioner Whritenour made a motion to approve Resolution #1301. Commissioner Eyre seconded the motion.

8. Adjournment

There being no further business presented to the Board, Commissioner Meeks-Hakim made a motion to adjourn the meeting. Commissioner Eyre seconded the motion and the motion carried unanimously. Meeting was adjourned at 1:12 PM.

Approved:


Board of commissioners Chairwoman, Nancy Lackey