

**REGULAR MEETING MINUTES
THE HOUSING AUTHORITY OF MARION COUNTY, ILLINOIS
BOARD OF COMMISSIONERS
JUNE 27, 2023 – 10:00 AM
GLENWOOD 3 – COMMUNITY ROOM
WEST SCHWARTZ ROAD, SALEM, IL 62881**

Present:

Chairwoman Nancy Lackey
Vice Chairwoman Marva Bledsoe
Commissioner Steve Whritenour
Commissioner Cheryl Eyre

Absent:

Commissioner Ray Bowers
Commissioner Judith Meeks-Hakim
Commissioner Bo Baer

MCHA Staff:

Executive Director Kelly Tinsley
Executive Administrative Assistant Angie Clifton

Others Present:

Attorney Eric Hanson by Zoom

Minutes

Call to Order

Chairwoman Lackey called the meeting to order at 10:06 a.m.

1. Roll Call

A verbal roll call was taken, and the following Commissioners were physically present: Nancy Lackey, Marva Bledsoe, Steve Whritenour and Cheryl Eyre.

2. Public Comment

There were no members present from the public.

3. Approval of Minutes

The minutes of the Regular Meeting held on May 23, 2023, were presented to the board. A motion was made by Commissioner Bledsoe to accept the Minutes. Commissioner Whritenour seconded the motion. The motion carried unanimously.

4. Financial Reports

The Financial Reports for May were distributed to the Board for review. These reports included a combined balance sheet and income statement as of the end of the month, the balance sheet and income statement for the COCC, AMP 1, AMP2, AMP 3, a CFP report for 2020 and 2022, a financial analysis for each AMP, the balance sheet and income statement for Section 8 and ROSS, and a financial analysis for Section 8. Also included were Check registers for Low Rent

Operating and COCC with CFP expenditures detailed for May 2023 as well as Credit card statements.

Executive Director Tinsley reviewed the financial reports. There is nothing unusual to report. We wrote checks to ECHO and Housing Authority of Jefferson County to attend NSPIRE training provided by USIG. We have received additional legal bills from Crain, Miller & Wernsman related to evictions but we should not have any other outstanding invoices with this law firm.

June will have large expenditures which include new windows. We also accepted a concrete bid for \$95,000 for site improvements at Maulding. We are currently under staffed in maintenance. Contractors are still sparse. There is a lot of work our maintenance can do but there is a lot of volume of repairs needed.

Centralia's average monthly rent went down, Salem's went up and AMP 3's is also down. Section 8 is getting back on track leasing up more vouchers. Ross grant is tracking well.

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

5. Director's Report

Executive Director Tinsley provided the board with the June Director's Report in the Board packet. The following topics were discussed:

- Officer Pappas will be with the staff to provide drug training and provide good information to help the staff stay safe if encountering drugs on the job.
- We have had 84 applicants in June not show up for their scheduled appointment. We send reminder letters, emails and text messages and they are still not showing up. We are currently booking the 1st week of October. We are looking at other housing authorities to see how to get other applicants in when someone is a no show.
- There was a stabbing on Maulding, the incident did not involve a tenant.
- Microsoft Office License is a one-year subscription or we can purchase through a government agency. Looking into upgrading everyone with a cost of approximately \$8,250.
- Conducting interviews for the receptionist position. Staff has been doing a great job covering front desk duties in the interim.
- Our SEMAP score went up and a copy of the revised score was provided to the Board.
- Working with BCMW for additional grants similar to those we have applied for with Ameren.
- The specific housing patrols initiated by Chief Locke have been a great success. Officers are bringing in reports and tally sheets of interactions they are having. Weapons have been recovered, DUI incidents have been resolved, but most importantly, there have been many community contacts. We are very pleased and this is building trust with the tenants.

6. Old Business

None.

7. New Business

- Resolution #1266: Second Quarter Charge-Offs. After review and discussion, Commissioner Bledsoe made a motion to approve Resolution #1266. Commissioner Whritenour seconded the motion and motion carried unanimously.
 - Resolution #1267: Amendment to the Family Self-Sufficiency Program Action Plan. After review and discussion, Commissioner Eyre made a motion to approve Resolution #1266. Commissioner Bledsoe seconded the motion and motion carried unanimously.
 - Attorney Hanson provided an update on the land purchase. He also discussed scheduling a Commissioner training/retreat on October 17th.
- 8. Keeping Closed Session Meeting's Minutes confidential and/or Destruction of Verbatim Records for record of meetings more than 18 months.**

The Board was presented all of the Closed Minutes for the past 6 months that the Board may consider to remain confidential. The Closed Board Minutes for the following Closed meetings are as follows: October 25, 2022. Commissioner Whritenour made a motion that the need for the confidentiality for these minutes still exist as to these Closed Minutes and that these Closed Minutes require confidential treatment. The motion was seconded by Commissioner Bledsoe. All Commissioners present voted in favor of keeping the Closed Session Minutes for October 25, 2022 confidential.

Commissioner Eyre made a motion to destroy the verbatim record of the Closed Session Minutes for June 22, 2021, June 30, 2021 and October 26, 2021. The motion was seconded by Commissioner Bledsoe. All Commissioners present voted in favor of destroying the verbatim record of the Closed Session Minutes for June 22, 2021, June 30, 2021 and October 26, 2021.

9. Closed Session per 5ILCS 120/2(c)(21) Review of Closed Session Minutes.

There was no necessity for the Board to adjourn to closed session.

10. Adjournment

There being no further business presented to the Board, Commissioner Eyre made a motion to adjourn the meeting. Commissioner Bledsoe seconded the motion and the motion carried unanimously. Meeting was adjourned at 10:55 AM.

Approved:



Board of commissioners Chairwoman, Nancy Lackey