

**REGULAR MEETING MINUTES**  
**THE HOUSING AUTHORITY OF MARION COUNTY, ILLINOIS**  
**BOARD OF COMMISSIONERS**  
**JUNE 27, 2024 – 12:00 PM**  
**THE GREATER CENTRALIA CHAMBER OF COMMERCE**  
**210 EAST BROADWAY, CENTRALIA, IL 62801**

**Present:**

Chairwoman Nancy Lackey  
Commissioner Bo Baer  
Commissioner Cheryl Eyre  
Commissioner Ray Bowers

**Absent:**

Vice Chairwoman Marva Bledsoe  
Commissioner Judith Meeks-Hakim  
Commissioner Steve Whritenour

**MCHA Staff:**

Executive Director Kelly Tinsley  
Executive Administrative Assistant Angie Clifton

*Minutes*

**Call to Order**

Chairwoman Nancy Lackey called the meeting to order at 12:00 p.m.

**1. Roll Call**

A verbal roll call was taken, and the following Commissioners were physically present Nancy Lackey, Bo Baer, Cheryl Eyre and Ray Bowers. MCHA Executive Director Kelly Tinsley and Executive Administrative Assistant Angie Clifton were also present.

**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, 2024, were presented to the board. A motion was made by Commissioner Eyre to accept the Minutes presented. Commissioner Bowers 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 year, the balance sheet and income statement for the COCC, AMP 1, AMP 2, AMP 3 and CFP report for 2022 and 2023, 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 May check registers for Low Rent Operating and COCC with CFP expenditures detailed.

Executive Director Kelly Tinsley reviewed the financial reports noting HCV has had high utilization with 280 vouchers for May. Due to high utilization, increased rents and portable vouchers we have been asking for HUD Held Reserves. We need to be concerned that we will

run out of HUD Held Reserves if the utilization continues to be high. Due to this concern, we are currently not issuing any new vouchers in order to get the utilization back down.

Public Housing spending has been normal. In June we have seen an increase in spending for HVAC repairs. There have also been expenses for tree removal due to storms.

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

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

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

- The Conciliation agreement has been approved by HUD and I am currently seeking assistance from a national consulting firm to conduct the training.
- Our onsite audit is now complete. There have been no findings and they complemented our file organization.
- We are going to start progression to get our mail delivered directly to the office instead of having a P.O. Box at the Post Office. We will be remodeling the lobby to accommodate for the mailbox needed.
- Centralia Police Department has asked for additional training in July. They have 5 new officers and it would also be an opportunity for a refresher to the officers that received the training last year.
- Maintenance, Modernization Coordinator and Kelly will be attending the Annual Asbestos training scheduled July 18<sup>th</sup>.
- The new staff is getting acclimated to their positions and the work is going along smoothly. June 28<sup>th</sup> will be the last day for one of our maintenance guys. We will post a maintenance position mid-July.
- We have received notices from HUD regarding delays with NSPIRE for HCV and HIP.
- Kelly will be researching how to port a work phone number to a personal cell phone so that staff will no longer have to carry 2 phones. This will greatly help Maintenance since they will not have to carry 2 phones they could use an iPad with a larger screen for work orders.

## **6. Old Business**

None.

## **7. New Business**

- Resolution #1289: 2<sup>nd</sup> Quarter Charge-Off. After review and discussion, Commissioner Eyre made a motion to approve Resolution #1289. Commissioner Baer seconded the motion.
- Resolution #1290: Amendment to ACOP. After review and discussion, Commissioner Bowers made a motion to approve Resolution #1290. Commissioner Baer seconded the motion.
- Discussion was held regarding recent developments related to the real estate purchase.

**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: December 19, 2023. Commissioner Eyre 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 Bowers. All Commissioners present voted in favor of keeping the Closed Session Minutes for December 19, 2023 confidential.

Commissioner Eyre made a motion to destroy the verbatim record of the Closed Session Minutes for October 25, 2022. The motion was seconded by Commissioner Baer. All Commissioners present voted in favor of destroying the verbatim record of the Closed Session Minutes for October 25, 2022.

**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 Bowers made a motion to adjourn the meeting. Commissioner Eyre seconded the motion and the motion carried unanimously. Meeting was adjourned at 12:54 PM.

Approved:

  
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Board of commissioners Chairwoman, Nancy Lackey