

**REGULAR MEETING MINUTES  
THE HOUSING AUTHORITY OF MARION COUNTY, ILLINOIS  
BOARD OF COMMISSIONERS  
SEPTEMBER 26, 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 Bo Baer  
Commissioner Judith Meeks-Hakim  
Commissioner Cheryl Eyre  
Commissioner Steve Whritenour

**Absent:**

Commissioner Ray Bowers

**MCHA Staff:**

Executive Director Kelly Tinsley  
Executive Administrative Assistant Angie Clifton  
Program Director Tammy Shelton

***Minutes***

**Call to Order**

Chairwoman Nancy Lackey called the meeting to order at 12:10 p.m.

**1. Roll Call**

A verbal roll call was taken, and the following Commissioners were physically present Nancy Lackey, Bo Baer, Cheryl Eyre, Judith Meeks-Hakim and Steve Whritenour. MCHA Executive Director Kelly Tinsley, Executive Administrative Assistant Angie Clifton and Program Director Tammy Shelton 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 August 22, 2024, were presented to the board. A motion was made by Commissioner Baer to accept the Minutes presented. Commissioner Meeks-Hakim seconded the motion. The motion carried unanimously.

**4. Financial Reports**

The Financial Reports for August 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 August check registers for Low Rent Operating and COCC with CFP expenditures detailed.

Executive Director Kelly Tinsley reviewed the financial reports noting there were 3 payrolls in August and the COCC payroll included her retro and merit pay that was previously approved by the Board. Employee salaries are on track for the year.

We still have not yet pulled the CFP 1406 operation funds for 2023 but may do so later this year.

HCV is still on track to receive shortfall funds. We are nearing the end of our HUD Held Reserves.

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

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

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

- REAC was here. AMP 3 preliminary score is 95/100 and AMP 2 preliminary score is 97/100. REAC will be coming to AMP 1 on November 6<sup>th</sup>.
- We attended IAHA Annual Meeting last week. 7 HUD Staff members were present including Director Dawson. He emphasized health & Safety and VAWA.
- The 30-day termination will not be changing back to 14 days. This method is not working or benefiting the Tenant. Director Dawson suggested in-house counsel to handle evictions/service.
- We have 2 new SCT bus stops in Salem. One at Golden Acres and the other at Meadowlark. Bus Passes are a benefit a lot of Tenants use.
- Reviewed architect drawings of Sandoval drainage project. Discussed new sidewalks and parking.
- The Glenwood 3 sidewalk project bid was awarded. There is no start date yet.
- HUD has been conducting compliance reviews in the Southern Illinois Counties. We have not been selected yet. They are focusing on flat rent updates, Bylaws, SEMAP transparency, a meth policy and sex offender policy.
- We are seeing an increase in applications from Florida, Indiana and South Carolina due to those Housing Agency's wait list being closed. Our HCV program requires a tenant's 12-month residency in our County before they can go portable. Many applicants are applying in hopes of porting out.
- Recruitment and retention of housing staff is a national issue and we are learning a lot of authorities are having the same issues as we are. We will be evaluating our job descriptions to make sure our positions are market comparable. We have a position posted for property manager.
- Employee evaluations will be occurring in October.
- We have 2 maintenance staff in training for asbestos this week.
- We now have a need for a new maintenance truck and we will be procuring that in the next few months.
- VAWA edits are being completed and sent to HUD for review.

**6. Old Business**

None.

**7. New Business**

- Resolution #1296: Small Area FMR for Clinton County. After review and discussion, Commissioner Whritenour made a motion to approve Resolution #1296. Commissioner Meeks-Hakim seconded the motion.
- Resolution #1297: Third Quarter Charge-Offs. After review and discussion, Commissioner Whritenour made a motion to approve Resolution #1297. Commissioner Baer seconded the motion.
- Resolution #1298: 2025 Annual Plan/5 Year Plan. After review and discussion, Commissioner Whritenour made a motion to approve Resolution #1298. Commissioner Eyre seconded the motion.

**8. Adjournment**

There being no further business presented to the Board, Commissioner Whritenour made a motion to adjourn the meeting. Commissioner Eyre seconded the motion and the motion carried unanimously. Meeting was adjourned at 12:47 PM.

Approved:

  
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Board of commissioners Chairwoman, Nancy Lackey