

**REGULAR MEETING MINUTES
THE HOUSING AUTHORITY OF MARION COUNTY, ILLINOIS
BOARD OF COMMISSIONERS
JULY 25, 2023 – 10:00 AM
THE GREATER CENTRALIA CHAMBER OF COMMERCE
210 EAST BROADWAY, CENTRALIA, IL 62801**

Present:

Absent:

Chairwoman Nancy Lackey
Vice Chairwoman Marva Bledsoe
Commissioner Judith Meeks-Hakim
Commissioner Ray Bowers
Commissioner Bo Baer
Commissioner Cheryl Eyre

By Phone: Commissioner Steve Whritenour until 10:50 a.m.

MCHA Staff:

Executive Director Kelly Tinsley
Executive Administrative Assistant Angie Clifton

Minutes

Call to Order

Chairwoman Lackey called the meeting to order at 10:02 a.m.

1. Roll Call

A verbal roll call was taken, and the following Commissioners were physically present: Nancy Lackey, Judith Meeks-Hakim, Ray Bowers, Bo Baer and Cheryl Eyre. Commissioner Steve Whritenour attended by phone. Commissioner Bledsoe arrived at 10:15 am.

2. Public Comment

There were no members present from the public.

3. Approval of Minutes

The minutes of the Regular Meeting held on June 27, 2023, were presented to the board. A motion was made by Commissioner Eyre to accept the Minutes. Commissioner Bowers seconded the motion. The motion carried unanimously.

4. Financial Reports

The Financial Reports for July 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, AMP2, AMP 3, a CFP report for 2020, 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 Check registers for Low Rent Operating and COCC with CFP expenditures detailed for July 2023 as well as Credit card statements.

Executive Director Tinsley reviewed the financial reports noting spending is very regular. Material costs are not going down. We are currently understaffed. This summer maintenance planned to knock out run of mill projects. Overall to date we are in good shape. We are ordering inventory weekly.

The 2020 CFP has been fully expended and will be closed out. 2022 grant is ticking and 2023 grant we will start seeing next month.

FSS forfeitures will be divided to those participants in good standing into their escrow accounts per our FSS plan with a minimum balance of \$200 left in the account.

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

5. Director's Report

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

- MCHA recently had their annual asbestos training. Brandon, Mario and Tim were also trained on floor tile removal.
- SCT has expanded their shuttle route and has added new stops to assist the tenants in getting around to their appointments.
- In October there is a virtual training for commissioners if anyone would like to attend.
- The October Board meeting has been moved to October 17 and we will have a commissioner retreat following the regular board meeting.
- NSPIRE's new inspection protocol is official. This will now include scoring for disrepair tenants have caused. We are currently training and re-tooling to meet the standards including sending more letters to tenants, increasing frequency of inspections and monetary charges to tenant for violations. NSPIRE will not revise this policy for 3 years and there is no appeal process. Section 8 and vacant units are now included. Examples of tenant caused disrepair that could cause us to fail the inspection include: air window units, mildew on bathroom ceiling, window screens missing or having holes in them.
- Serita Dabney resigned as AMP 1 manager and we are looking to hire administrative support for the AMP managers and inspector.
- Recently had tenant meetings in AMP 2 and 3 and some of the complaints included: new mailboxes, provided cable TV, trees and weeds.
- Kelly presented to the Board a public complaint received in relation to a tenant. After consideration the Commissioners advised they want all questions related to this matter be directed to their attorney. Further, Board Chairperson shared information she received on the matter and stated she would forward this information to the attorney for handling.

6. Old Business

None.

7. New Business

8. Adjournment

There being no further business presented to the Board, Commissioner Meeks-Hakim made a motion to adjourn the meeting. Commissioner Bledsoe seconded the motion and the motion carried unanimously. Meeting was adjourned at 11:26 AM.

Approved:



Board of commissioners Chairwoman, Nancy Lackey