

**REGULAR MEETING MINUTES  
THE HOUSING AUTHORITY OF MARION COUNTY, ILLINOIS  
BOARD OF COMMISSIONERS  
NOVEMBER 26, 2019 – 12:00 P.M.  
AT THE MARION COUNTY HOUSING AUTHORITY OFFICE,  
SALEM, ILLINOIS**

**Present:**

Chairperson Georgia Miller  
Commissioner Richard Gregg  
Commissioner Nancy Lackey  
Commissioner Gertie Walker  
Commissioner Marva Bledsoe

**Absent:**

Commissioner Donald Hancock  
Commissioner Rita Boudet

**MCHA Staff:**

Executive Director Kelly Tinsley  
Capital Funds Director Tricia Higgins  
Glenda Boyles

**Others Present:**

Attorney Marvin G. Miller  
Recording Secretary, Tiffany Schicker

***Minutes***

**Call to Order**

Chairperson Georgia Miller called the meeting to order at 12:06 p.m.

**1. Roll Call**

A verbal roll call was taken and the following Commissioners were present: Georgia Miller, Richard Gregg, Nancy Lackey, Marva Bledsoe, and Gertie Walker. Commissioners Donald Hancock and Rita Boudet were absent.

**2. Public Comment**

There was no public comment.

**3. Approval of the Minutes**

The Minutes of the October 22, 2019 regular meeting and annual meeting were reviewed by the Board. A motion was made by Richard Gregg to accept the Minutes of the regular meeting and annual meeting as presented. Following a second by Nancy Lackey the motion carried unanimously.

**4. Financial Reports**

Kelly provided the Board with updated October and November financials. Mowing fees will continue through November. The 2020 budget and a revised budget for 2019 will be provided next month. A check was issued to Security Alarm Corp in the amount of \$783.37 for upgraded fire alarm equipment. There were a few software charges on the credit card.

After discussion of the financials, check registers and credit card statements, a motion was made by Nancy Lackey to approve the same. Following a second by Gertie Walker the motion carried.

**5. Director's Report**

Kelly provided the Board with a written Director's Report. Kelly reported to the Board that employee evaluations went well. The Technical Assistance group provided Kelly with a proposed list of items to discuss in bi-weekly phone conferences. Kelly will be appointing a staff member to conduct these conferences with Technical Assistance.

**6. Old Business**

None.

**7. New Business**

**RESOLUTION #1172: PERSONNEL POLICY – HOURS OF OPERATION**

Kelly presented to the Board Resolution #1172 entitled "Personnel Policy Revisions." The resolution will update the hours of operation in which the Authority's office will be open to the public. After discussion, a motion was made by Nancy Lackey to approve Resolution #1172: Personnel Policy Revisions. Following a second by Richard Gregg the motion carried. Georgia Miller opposed.

**RESOLUTION #1173 – AMENDMENT TO THE SECTION 8 ADMINISTRATIVE POLICY**

Kelly presented to the Board Resolution #1173 entitled "Amendment to the Section 8 Administrative Policy of the Housing Authority of the County of Marion, Illinois." There are annual revisions to the Administrative Policy twice per year with some changes being required by HUD. A summary of the changes is attached to Resolution #1173. After discussion of the changes, a motion was made by Richard Gregg to approve Resolution #1173 – Amendment to the Section 8 Administrative Policy of the Housing Authority of the County of Marion, Illinois. Following a second by Nancy Lackey, the motion carried.

**CTI – EPC savings comparison**

This item is tabled until next month.

**BOARD CALENDAR 2020**

After discussion, it was decided the Board meeting of the Housing Authority of the County of Marion, Illinois will meet on the fourth (4<sup>th</sup>) Tuesday of every month for the 2020 calendar year. The Board meeting for December 2020 will be held on December 15, 2020.


**8. Board Training**

None.

**9. Adjournment**

A motion was made by Nancy Lackey to adjourn the meeting. With a second by Richard Gregg the meeting was adjourned.

Submitted by:

  
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Recording Secretary

Approved:

  
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Board of Commissioners Chairperson, Georgia Miller