

**REGULAR MEETING MINUTES
THE HOUSING AUTHORITY OF MARION COUNTY, ILLINOIS
BOARD OF COMMISSIONERS
JUNE 25, 2019 – 12:00 P.M.
AT SOUTH CENTRAL TRANSIT TECH CENTER,
CENTRALIA, ILLINOIS**

Present:

Chairperson Georgia Miller
Commissioner Brenda Lingafelter
Commissioner Nancy Lackey
Commissioner Rita Boudet
Commissioner Richard Gregg

Absent:

Commissioner Gertie Walker
Commissioner Donald Hancock

MCHA Staff:

Executive Director Kelly Tinsley
Capital Funds Director Tricia Higgins

Others Present:

Attorney Marvin G. Miller
Recording Secretary, Tiffany Schicker

Minutes

Call to Order

Chairperson Georgia Miller called the meeting to order at 12:09 p.m.

1. Roll Call

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

2. Public Comment

There was no public comment.

3. Approval of the Minutes

The Minutes of the May 28, 2019 regular meeting was reviewed by the Board. A motion was made by Richard Gregg to accept the Minutes of the regular meeting as amended. Following a second by Nancy Lackey, the motion carried unanimously.

4. Financial Reports

The May and June financial reports were reviewed with the Board. AMP 1 purchased two (2) trucks, one was paid out of operating funds and was not meant to be a monthly budget item and the financial reports will be amended to reflect the same. The 2019 Capital Fund Grant is available and Tricia Higgins will be writing a Five-year action plan for the Board's approval. Once the Capital Fund Grant becomes available, a portion of those funds will be accessible for operations. A vendor account has been opened with Lowe's and will save 5% on future purchases.

The May and June check registers were reviewed with the Board. A check was issued to Marion County Clerk in the amount of \$73.00 for the recording fees for the release of the Declaration of Trust regarding the sale of the Salem parcel. A check was issued to Kevin Wessell in the amount of \$1,435.60 for specification for a remodel of the office and lobby area. A check was issued to Thelma Wooters in the amount of \$437.00 for the per diem rate of her training in Minneapolis.

The May credit card statements were reviewed with the Board. The charges included airline tickets for Thelma Wooters' training in Minneapolis, office supplies, new office chairs, and carpet for flooring for part of the Salem office.

After discussion of the May and June financials, check registers and credit card statements, a motion was made by Brenda Lingafelter to approve the same. Following a second by Richard Gregg, the motion carried.

5. Director's Report

Kelly presented a written Executive Director's Report which was reviewed with the Board.

6. Old Business

Pet Policy Revision Resolution #1158

Kelly presented to the Board Pet Policy Revision Resolution #1158. The Pet Policy revision will add language that a person must meet the definition of a 504 disability, present verification from a qualified professional that is treating that person for the disability, and certification must be renewed annually. After discussion, Nancy Lackey made a motion to approve Resolution #1158. Following a second by Rita Boudet, the motion carried.

Personnel Policy Revision draft for review

A draft of the revised Personnel Policy was presented to the Board and will be tabled until next month.

7. New Business

2nd Quarter Charge-Offs Resolution #1157

Kelly reviewed Second Quarter Charge-Offs Resolution #1157 with the Board. After discussion, Nancy Lackey made a motion to approve Resolution #1157. Following a second by Brenda Lingafelter, the motion carried.

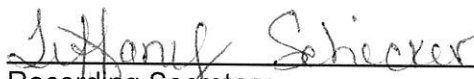
8. Board Training

None.

9. Adjournment

A motion was made by Nancy Lackey to adjourn the meeting. With a second by Brenda Lingafelter, the meeting was adjourned.

Submitted by:



Recording Secretary

Approved:



Board of Commissioners Chairperson, Georgia Miller