

**REGULAR MEETING MINUTES
THE HOUSING AUTHORITY OF MARION COUNTY, ILLINOIS
BOARD OF COMMISSIONERS
AUGUST 27, 2019 – 12:00 P.M.
AT SOUTH CENTRAL TRANSIT TECH CENTER,
CENTRALIA, ILLINOIS**

Present:

Chairperson Georgia Miller
Commissioner Brenda Lingafelter
Commissioner Rita Boudet
Commissioner Gertie Walker

Absent:

Commissioner Nancy Lackey
Commissioner Donald Hancock
Commissioner Richard Gregg

MCHA Staff:

Executive Director Kelly Tinsley

Others Present:

Attorney Marvin G. Miller
Recording Secretary, Tiffany Schicker

Minutes

Call to Order

Chairperson Georgia Miller called the meeting to order at 12:05 p.m.

1. Roll Call

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

2. Public Comment

There was no public comment.

3. Approval of the Minutes

The Minutes of the July 23, 2019 regular meeting were reviewed by the Board. A motion was made by Gertie Walker to accept the Minutes of the regular meeting as presented. Following a second by Brenda Lingafelter, the motion carried unanimously.

4. Financial Reports

Kelly provided the Board with updated July and August financials, credit card statements and check registers. Several purchases for new tools were made on the Peoples National Bank credit card. The tool charges are paid with Capital Funds. The following checks of note were paid: \$134.00 was paid to Tricia Higgins for Davis Bacon training, \$2,356.60 was paid to DORMAKABA, Inc. to replace an automatic door, \$23,300.00 was paid to Livesay Electric Service, Inc. for the lighting as part of the safety and security grant and \$4,900.00 was paid to Chuck's Excavating & Landscaping as a down payment for concrete work they will be performing.

After discussion of the July and August financials, check registers and credit card statements, a motion was made by Brenda Lingafelter to approve the same. Following a second by Rita Boudet, the motion carried.

5. Director's Report

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

6. Old Business

None.

7. New Business

Resolution #1161 Disposition of Salem Land Sale Funds

Kelly presented to the Board Resolution #1161 Disposition of land sale proceeds. HUD requires Board approval in order to expend the funds in the amount of \$4,459.00, which are the net proceeds from the Salem land sale, towards the purchase of flooring in the community room at Glenwood Acres 3. The remaining balance of the new flooring will be paid with Capital Funds. After discussion, Brenda Lingafelter made a motion to approve Resolution #1161 Disposition of Salem Land Sale Funds. Following a second by Rita Boudet, the motion carried.

Resolution #1162 Line of Credit

Kelly presented to the Board Resolution #1162 Line of Credit. The Peoples National Bank Line of Credit is up for renewal with the bank. Board Approval is required to renew the Peoples National Bank Line of Credit. After discussion, Gertie Walker made a motion to approve Resolution #1162 Line of Credit. Following a second by Brenda Lingafelter, the motion carried.

Resolution #1163 Personnel Policy Revisions – Over-time and FMLA

This item was tabled until next month.

Resolution #1164 Amendment to the Admissions and Continued Occupancy Policy (ACOP)

Kelly presented to the Board Resolution #1164 Amendment to the Admissions and Continued Occupancy Policy (ACOP). Several chapters of the ACOP will be revised and HUD requires Board approval for any revisions to the ACOP. After discussion of the ACOP revisions,

Brenda Lingafelter made a motion to approve Resolution #1164 Amendment to the Admissions and Continued Occupancy Policy (ACOP). Following a second by Gertie Walker, the motion carried.

RESOLUTION #1165 – Replacement and Service Charges

Kelly presented to the Board Resolution #1165 Replacement and Service Charges. As required by HUD, Board approval is necessary when updating the replacement and service charge list. The updated service charge list is attached to Resolution #1165 Replacement and Service Charges. After discussion, Brenda Lingafelter made a motion to approve Resolution #1165 Replacement and Service Charges. Following a second by Rita Boudet, the motion carried.

8. Closed Session

None.

9. Adjournment

The meeting was adjourned.

Submitted by:



Recording Secretary

Approved:



Board of Commissioners Chairperson, Georgia Miller