

**Annual Meeting
Massac County Housing Authority
December 2, 2016**

The Massac County Housing Authority Board of Commissioners met at Di Fratelli's on December 2, 2016 at 7:00 p.m. The meeting was called to order and upon roll call those present and absent were as follows:

<u>Present</u>	<u>Absent</u>
Randy Eskridge	Nelda Burnett
Jeremy Staton	
Chris Cromeenes	

There being a quorum present and the meeting duly convened, the following business was transacted.

It was moved by acclamation to appoint Commissioner Burnett as Chair and Commissioner Staton as Vice Chair. All present were in favor of such acclamation.

Commissioners re-appointed Paul McKnight secretary/treasurer for the board.

Recommended the reappointment of Terry Foster and Diana Douglas hearing officers for the housing authority. Chair Burnett will contact the two of them to see if they are still interested in serving.

It was moved by Commissioner Staton, seconded by Commissioner Eskridge and passed by a roll call of ayes from Commissioners Eskridge, Cromeenes, and Staton that the attached schedule of meetings be adopted for 2017. (attached and listed below)

January 23
February 27
March 27
April 24
May 22
June 26
July 24
August 28
September 25
October 23
November 27
December 2 (annual meeting; location TBD)

BY-Laws were reviewed with no changes recommended at this time.

Director McKnight provided the MCHA year-end report. (attached).

There were no board chair comments.

There were no public comments.

Discussion was held on:

- MCHA staff serving the community such as membership in Civic club.
- Future board chair position

PHAS training was presented by Director McKnight

It was moved by Commissioner Cromeenes, seconded by Commissioner Staton and passed by a roll call of ayes from Commissioners Eskridge, Cromeenes, and Staton, that the meeting be adjourned at 8:20 pm.

ATTEST:

Nelda Burnett
Nelda Burnett, Board Chair

Paul McKnight
Paul McKnight, Secretary/Treasurer

REGULAR MEETING
MASSAC COUNTY HOUSING AUTHORITY

November 28, 2016

Members of the Massac County Housing Authority Board of Commissioners met in regular session on November 28, 2016 at the Spence Apartments office in Metropolis, Illinois. The meeting was called to order by Vice Chair Burnett at 6:00 pm and upon roll call those present and absent were as follows:

Present

Absent

Nelda Burnett

Jeremy Staton

Randal Eskridge

Chris Cromeenes

Also in attendance were: Paul McKnight, executive director and Linda Vogt, office manager.

There being a quorum present and the meeting duly convened by the vice chair, business was conducted as follows:

Upon a motion by Commissioner Staton and seconded by Commissioner Eskridge, and a roll call of ayes from Commissioners Eskridge, Burnett, Cromeenes, and Staton, the October 24, 2016 meeting minutes were approved as read.

It was moved by Commissioner Cromeenes, seconded by Commissioner Staton, and approved by a roll call of ayes from Commissioners Eskridge, Burnett, Cromeenes, and Staton, that payment of the following bills be authorized from funds of projects IL 41-1 through 9: (October 21, 2016 – November 23, 2016).

Financial reports were available for discussion. Commissioners examined bank reconciliations for all accounts.

Tenants Accounts Receivable total for October 2016 was \$4,337.00.

Vacancies for all projects are: 1 (4 bedrooms) and 1 (1 bedroom) for a total of two vacancies.

Motion to accept board chair (Patricia Dry) resignation was made by Commissioner Eskridge, seconded by Commissioner Cromeenes and approved by a roll call of ayes from Commissioners Eskridge, Burnett, Cromeenes, and Staton.

Discussion was held on moving money from Mid Country Bank into other financial institutions, because Mid Country Bank refuses to sign HUD 51999 form General Depository Agreement as is. All Commissioners agreed to close out accounts at Mid Country and deposit them into our other three financial institutions that we do business with in Massac County. Motion to accept moving the money was made by Commissioner Cromeenes, seconded by Commissioner Staton and approved by a roll call of ayes from Commissioners Eskridge, Burnett, Cromeenes, and Staton.

All Commissioners: Eskridge, Burnett, Cromeenes, and Staton, agreed that performance awards be provided for all full time staff of \$300 , and \$150 awarded to part time worker Anthony Smith, and \$50 be awarded to part time worker Rebecca Thalheimer.

Discussion was held on:

- Tenant being evicted on a variety of issues
- Collecting money when tenant move out owing the PHA
- Lawn Mowing companies
- Reserve money
- Insurance claim for water leak
- Annual audit completed with no findings

Director's Report was provided.

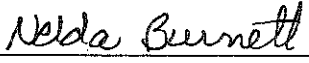
Board Chair comments: Appreciates the work that staff is doing.


Public Comment: None

Annual meeting is scheduled for December 2, 2016 at 7:00 pm at Di Fratellies in Paducah.

Our next regular meeting is scheduled for January 23, 2017 at 6:00 pm at the housing authority office.

Upon a motion by Commissioner Staton, seconded by Commissioner Eskridge, and a roll call of ayes from Commissioner Burnett, Eskridge, Cromeenes, and Staton, the meeting was adjourned at 6:56 pm.


Nelda Burnett, Board Vice Chair


Paul McKnight, Secretary-Treasurer