

REGULAR MEETING

MASSAC COUNTY HOUSING AUTHORITY

June 26, 2017

Members of the Massac County Housing Authority Board of Commissioners met in regular session on June 26, 2017 at the Spence Apartments office in Metropolis, Illinois. The meeting was called to order by Board Chair at 6:00 pm and upon roll call those present and absent were as follows:

<u>Present</u>	<u>Absent</u>
Randal Eskridge	Jeremy Staton
Nelda Burnett	
Nancy Parker	
Chris Cromeenes	

Also in attendance was: Paul McKnight, executive director

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

Upon a motion by Commissioner Parker and seconded by Commissioner Eskridge, and a roll call of ayes from Commissioners Eskridge, Burnett, Cromeenes, and Parker, the May 22, 2017 meeting minutes were approved as read.

It was moved by Commissioner Cromeenes, seconded by Commissioner Eskridge, and approved by a roll call of ayes from Commissioners Eskridge, Parker, Cromeenes, and Burnett that payment of the following bills be authorized from funds of projects IL 41-1 through 9: (May 19, 2017 – June 22, 2017).

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

Tenants Accounts Receivable total for May 2017 was \$1,426.15

Vacancies for all projects are: 3(1 bedrooms), 3(2 bedrooms), and 1(3 bedroom) for a total of 7 vacancies.

Upon a resolution (see resolution below this paragraph) by Commissioner Eskridge and a motion by Commissioner Parker to adopt, and a second by Commissioner Cromeenes, and a roll call of ayes from Commissioners Cromeenes, Eskridge, Burnett, and Parker, the board accepted the semi-annual write off of uncollectibles - tenant accounts receivable that are over three months old. (attached).

Resolution No. 06-2017-1

Whereas. Every six months, Massac County Housing Authority has a need to write off bad debt;

Therefore be it Resolved that the attached tenants accounts receivable list that is over three months old be written off.

Upon a resolution (see resolution below this paragraph) by Commissioner Cromeenes and a motion by Commissioner Eskridge to adopt, and a second by Commissioner Parker, and a roll call of ayes from Commissioners Cromeenes, Parker, Eskridge, and Burnett, the board accepted the Final FYE 2017 Operating Budget.

Resolution No. 06-2017-2

Whereas. The Massac County Housing Authority has a need to readjust income and expenses as the year progresses;

Therefore be it Resolved that the attached revised operating budget be adopted.

Upon a resolution (see resolution below this paragraph) by Commissioner Eskridge and a motion by Commissioner Cromeenes to adopt, and a second by Commissioner Parker, and a roll call of ayes from Commissioners Cromeenes, Parker, Eskridge, and Burnett, the board accepted the Five Year Plan.

Resolution No. 06-2017-3

Whereas. The Massac County Housing Authority is required to develop a five-year plan;

Therefore be it Resolved that the attached five-year plan be adopted.

Upon a motion by Commissioner Cromeenes and seconded by Commissioner Eskridge, and a roll call of ayes from Commissioners Eskridge, Burnett, Cromeenes, and Parker, the board approved a revision of the employee personnel policy effective August 1, 2017. The revision calls for company owned vehicles not to be driven home except for the on-call maint employee.

Director's Report was provided.

Board Chair comments: None

Public Comment: None

Discussion was held regarding:

- Brookport Settlement issues and need for long range plans to replace units.
- Pool passes
- Educational scholarship

Our next regular meeting is scheduled for July 24, 2017 at 6:00 pm at the housing authority office.

Upon a motion by Commissioner Eskridge, seconded by Commissioner Burnett, and a roll call of ayes from Commissioner Parker, Cromeenes, Burnett, and Eskridge, the meeting was adjourned at 6:51 pm.

Nelda Burnett
Nelda Burnett, Board Chair

Paul McKnight
Paul McKnight, Secretary-Treasurer