

REGULAR MEETING

MASSAC COUNTY HOUSING AUTHORITY

November 26, 2018

Members of the Massac County Housing Authority Board of Commissioners met in regular session on November 26, 2018 at the Spence Apartments office in Metropolis, Illinois. The meeting was called to order by Board Chair at 6:04 pm and upon roll call those present and absent were as follows:

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

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

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

Welcome new member Kristina Cromeenes!

Upon a motion by Commissioner Staton and seconded by Commissioner Eskridge, and a roll call of ayes from Commissioners Cromeenes, Burnett, Staton, Parker, and Eskridge, the October 22, 2018 meeting minutes were approved as read.

It was moved by Commissioner Eskridge, seconded by Commissioner Staton, and approved by a roll call of ayes from Commissioners Eskridge, Parker, Cromeenes, Staton, and Burnett that payment of the following bills be authorized from funds of projects IL 41-1 through 9: (October 18, 2018 – November 21, 2018).

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

Tenants Accounts Receivable total for October 2018 was \$5,325.00

Vacancies for all projects are: 6(1 bedrooms), 2(2 bedrooms), 1(3 bedroom) and 3(4 bedroom) for a total of 12 vacancies.

Director's Report was provided.

Upon a motion by Commissioner Eskridge and seconded by Commissioner Staton, and a roll call of ayes from Commissioners Cromeenes, Burnett, Staton, Parker, and Eskridge, the board agreed to provide performance awards for all staff of a half week pay. In addition, board agreed to award director McKnight an additional half week of pay.

Board Chair comments: Suggestions for trainer for annual meeting was discussed. It was noted that an applicant for the executive director position contacted chair after the deadline for the request to see if applicant was still interested in the position. The applicant stated that our letter was not received by mail by the applicant until after the deadline. Applicant stated that applicant was still interested in the position. Board chair polled the other board members and it was a consensus that we would allow applicant to remain in the running for the position.

Public Comment: None

Discussion was held regarding:


- Anticipated vacancies and waiting list
- Developing a neighborhood watch program
- Tracking work orders
- Bug control

Commissioners went into closed session at 6:45 to discuss the resumes received for the executive director position and those interested in interviewing. The board decided to interview six candidates. Interviews will be scheduled for December 28, 2018.

Annual meeting is scheduled for December 15, 2018 at 310 Ferry Street in Metropolis.

Our next regular meeting is scheduled for January 28, 2019 at 6:00 pm at the housing authority office.

Upon a motion by Commissioner Eskridge, seconded by Commissioner Cromeenes, and a roll call of ayes from Commissioner Burnett, Cromeenes, Staton, Parker, and Eskridge, the meeting was adjourned at 7:31 pm.



Nelda Burnett, Board Chair



Paul McKnight, Secretary-Treasurer