

Warren Metropolitan Housing Authority

The Minutes from [September 18, 2020](#) Board Meeting

Vice Chairperson Lauren Cavanaugh called the meeting to order at 9:01 AM. The September 18, 2020 meeting is being conducted using the Teams feature for a virtual meeting and telephone. Kamela Jones, HCV Manager, took Roll Call. Also present were Mary Fielder, Fiscal Manager, Bridgette Mason, PH Manager and Jacqueline Adkins, Executive Director.

Members present at Roll Call:

Bob Alexander	Present
Larry Dempsey	Present
Lauren Cavanaugh	Present
Madelyn Coons	Present
Jade Hollon	Absent

The minutes from the board meeting on **August 21, 2020** were presented a motion was made by Larry Dempsey and Madelyn Coons seconded.

Members present at Roll Call:

Bob Alexander	Present
Larry Dempsey	Present
Lauren Cavanaugh	Present
Madelyn Coons	Present
Jade Hollon	Absent

The Director's comments were presented by Jacqueline Adkins.

- WMHA's new interactive website is up and running
- HCV Waiting list opened 9/14-9/16/2020 online only
- Analyze copiers WMHA currently has under contract
- Start Budget process
- HUD extended expenditures from 12/31/2020 to 12/31/2021
- FSS has a new PSS Board
- Effective 9/21/2020 Public Housing Waiting list will be online only

- REAC UPCS virtual test on site only one day not three
- Three exterior doors at Met Village will be replaced
- Grants on spread sheets for ODSA

The Accounting Report was reviewed by the board for August 2020. There was a total of 56 items with 3 checks to review. Check/item # 41081 in the amount of \$713.00 paid to Frost, Brown and Todd was for Legal services on policy change. Check/item #41095 in the amount of \$0.00 paid to Void/Duke Utilities was for overflow of monthly UAP checks. Check/item # 41015 in the amount of \$6,293.00 paid to Erie Insurance was for Annual vehicle Insurance premium.

Board reviewed the monthly cash flow statements for Public Housing, HCV and Transitions as prepared by Mary Fielder no comments.

Financial Statements were reviewed by Mary Fielder. There were no questions.

The Housing Choice Voucher Program report was prepared and reported by Kamela Jones. There were no questions.

The Public Housing report was prepared and reported by Bridgette Mason. There were no questions.

The Maintenance report was prepared and reported by Bridgette Mason. The board reviewed the report with no questions.

The CFP report was prepared and reported by Jacqueline Adkins. There were no questions.

The Transitions report was prepared and reported by Jacqueline Adkins. There were no questions.

Resolution 13-20 PH 2nd Quarter Write Off, Bob Alexander made a motion to accept and Larry Dempsey seconded

Members present at Roll Call:

Bob Alexander	Present
Larry Dempsey	Present
Lauren Cavanaugh	Present
Madelyn Coons	Present
Jade Hollon	Absent

There being no other business Larry Dempsey made a motion to adjourn and Bob Alexander seconded.

Members present at Roll Call:

Bob Alexander	Present
Larry Dempsey	Present
Lauren Cavanaugh	Present
Madelyn Coons	Present
Jade Hollon	Absent

The meeting adjourned at 9:49 AM.

The next regularly scheduled meeting will be October 16, 2020 at 9:00 AM.

Motion to accept the minutes Roll Call:

Bob Alexander	Yea/Nay
Lauren Cavanaugh	Yea/Nay
Larry Dempsey	Yea/Nay
Jade Hollon	Yea/Nay
Madelyn Coons	Yea/Nay

Secretary

Chairman