

**WMHA Board of Commissioners
BOARD MEETING MINUTES
September 16, 2022**

The Members of the Warren Metropolitan Housing Authority Board of Commissioners met in session for the Regular Meeting at the Warren Metropolitan Housing Authority office building at 9:24 AM, on the 16th day of September 2022.

REGULAR MEETING

Larry Dempsey called the meeting to order. Kamela Jones, HCV Manager, took Roll Call. Also, present were Mary Fielder, Fiscal Manager, and Gary Johnson Facilities Manager. The roll call was taken. The following Commissioners were present:

COMMISSIONER	PRESENT	ABSENT
Bob Alexander, Chair		X
Larry Dempsey	X	
Lauren Cavanaugh		X
Madelyn Coons	X	
Jade Hollon	X	

-No members of the public attended.

REVIEW AND APPROVAL OF BOARD MINUTES

The minutes from the Board Meeting held on August 19, 2022, were unable to be presented due to lack of quorum for vote from attendance on August 19, 2022 meeting.

DIRECTOR'S COMMENTS

The Director's comments were written by Jacqueline Adkins and presented by Mary Fielder:

- Renewal applications for Bridges and PSH were submitted
- Maintenance department had a couple of very bad turns
- Maintenance department is down one person and have someone in the works
- Jacquie will be looking into a retention program to keep the staff we have and not have to replace more people
- Central Insurance approved 2496 Brookview-fire unit and tenant will be relocated to a different Public Housing Community

- City of Lebanon has a beautification project for Monroe Road and need WMHA approval to plant trees and shrubs, estimate came in around \$10,000
- Trespass notice of a Brookview tenant’s boyfriend was sent Wednesday to him return receipt and next week to the entire Brookview Community
- Six new vouchers have been given to WMHA, PIH 2022-24 effective 10/1/2022
- Budgets will be ready for review for October Board Meeting
- WMHA office staff is down 2 people, one medical leave the other resigned

REVIEW OF REPORTS

- The Accounting Report was reviewed by the board for August 2022. There was a total of 54 items with 3 checks to review. Check/item # 43141 in the amount of \$140.60 paid to City of Lebanon Utilities was for utility payment for vacant unit 974 East Ridge #B. Check/item #43136 in the amount of \$239.00 paid to Danyella Nesbit-Moore was for tenant refund at move out. Check/item #43139 in the amount of \$ 867.00 paid to Kimberly Pace was for tenant refund at move out.
- Board reviewed the monthly cash flow statements for Public Housing, HCV, and Bridges 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 by Jacqueline Adkins and reported by Mary Fielder. There were no questions.
- The Maintenance report was prepared by Jacqueline Adkins and reported by Mary Fielder. The board reviewed the report with no questions.

RESOLUTION NO. 8-22

WHEREAS the HCRP Application, Madelyn Coons made a motion to accept, and Jade Hollon seconded.

Upon roll call vote, the “Ayes” and “Nays” were as follows:

COMMISSIONER	AYE	NAY	ABSTAIN
Bob Alexander, Chair			
Larry Dempsey	X		
Lauren Cavanaugh			
Madelyn Coons	X		
Jade Hollon	X		

RESOLUTION NO. 9-22

WHEREAS the Security Cameras Met Village, Jade Hollon made a motion to accept, and Madelyn Coons seconded.

Upon roll call vote, the “Ayes” and “Nays” were as follows:

COMMISSIONER	AYE	NAY	ABSTAIN
Bob Alexander, Chair			
Larry Dempsey	X		
Lauren Cavanaugh			
Madelyn Coons	X		
Jade Hollon	X		

ADJOURN

There being no other business, Madelyn Conns made a motion to adjourn, and Jade Hollon seconded.

Upon roll call vote, the “Ayes” and “Nays” were as follows:

COMMISSIONER	AYE	NAY	ABSTAIN
Bob Alexander, Chair			
Larry Dempsey	X		
Lauren Cavanaugh			
Madelyn Coons	X		
Jade Hollon	X		

The meeting adjourned at 10:00 AM.

NEXT MEETING

The next regularly scheduled meeting will be October 21, 2022, at 9:00 AM at Warren Metropolitan Housing Authorities office.

Signed:

Robert Alexander, Chair

Jacqueline Adkins, Secretary