

**SHELBY METROPOLITAN HOUSING AUTHORITY
BOARD OF COMMISSIONERS MEETING**

March 18 2024

1. Roll Call.

Chairman James Frye called the meeting to order. Present upon roll call were Chairman James Frye, Vice-Chair Jan Geuy, Board members Dmitri Williams, Frank Mariano and Amy Klingler. Quorum was noted. Executive Director Judith Wells and Assistant Director Laura Werner were also present. The regular scheduled meeting was called to order at 12:13 p.m.

2. Approval of February 2024 Board Meeting Minutes.

No concerns voiced. Dmitri Williams made a motion to approve the minutes. Frank Mariano seconded. All ayes heard. Motion carried.

3. Approval of February 2024 Financial Report.

Jan Geuy made motion to approve the February 2024 Financial Report. Frank Mariano seconded the motion. All ayes heard. Motion Carried.

4. Directors Report

Director Wells reviewed the report that the board members received. Applications are up for the Section 8 program at 117. 224 in occupancy for Section 8 showing 9 move-ins. 10 receiving assistance on VASH. Currently 66 on the Public Housing waiting list. Rent collection at 85%. Brief discussion on vacancies on Public Housing.

5. Section 8 HCV Spreadsheet

Laura Werner reviewed the Section 8 HCV spreadsheet that the board members received. February data was discussed. Occupancy has increased through-out the month. With HAP at \$91,013.00. Currently have 18 vouchers issued.

6. Old Business

A. Complex/Maintenance Update

Director Wells states maintenance is working on Work Orders. Wells Discussed the Yard work being done at Shelby Manor. She may be looking into doing things a little differently in the future.

B. Elevator Modernization Update

Wells informed the board of issues with the elevator project and the need for a new generator, the complexities of the situation involving receiving certification by the state inspector and also the implications this may have on the upcoming Real Estate Assessment Center (REAC)/National Standard for Physical Inspection of Real Estate (NSPIRE) inspection. Also discussed was the length of time it may take to get a new generator due to industry delays.

C. Personnel

Director Wells stated the maintenance position is still not filled and discussed the difficulty finding people to hire.

7. New Business.

Director Wells informed the board of the up-coming REAC/NSPIRE inspection. Discussed working with the Inspection Group to have them assess the buildings, grounds and common areas to help us prepare for the REAC Inspection. Wells also discussed she will be meeting with contractors for our future Landscaping needs.

Director Wells asked to go into executive Session to discuss personnel issues. Chairman Frye called for the motion, Frank Mariano made motion, Amy Klingler seconded. All eyes heard. Motion carried. At 12:42 p.m. Chairman Frye called the meeting back into regular session at 12:56 p.m. no action taken.

8. Adjournment.

Jan Geuy moved to Adjourn. Amy Klingler seconded. All in favor. Motion carried. Meeting adjourned at 12:57 p.m.

Submitted by Laura Werner, Assistant Director