

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

**November 18, 2024**

**1. Roll Call.**

Chairman James Frye called the meeting to order. Present upon roll call were Chairman James Frye, Board Members Frank Mariano and Amy Klingler. Vice-Chairman Jan Geuy and Board Member Dmitri Williams were excused. Quorum was noted. Executive Director Laura Werner and Beth Marchal Finance Director were also present. The regular scheduled meeting was called to order at 12:05 p.m.

**2. Approval of October 2024 Board Meeting Minutes.**

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

**3. Approval of October 2024 Financial Report.**

No questions or concerns. Amy Klingler made a motion to approve the Financial Report. Frank Mariano seconded the motion. All ayes heard. Motion carried.

**4. Directors Report**

Director Werner reviewed the report that the board members received. Applications on file remain at 154. VASH is still leased up at 12. Public Housing has 3 vacancies on Hilltop, one at Shelby Manor and 3 at Jackson Towers.

**5. Section 8 HCV Spreadsheet**

Director Werner reviewed the Section 8 HCV spreadsheet that the board members received. October data was discussed. 233 leased at \$93,999.

**6. Old Business**

**A. Complex/Maintenance Update**

Director Werner stated she has reached out to Mantor Towing again in regards to the signed contract for towing but she has received no response. She would like to know if he is going to honor the contract or if we need to find someone else.

Sollmann Electric will start the electrical boxes in June/July 2025.

Nitro has started on the roof and siding damage at Shelby Manor. According to Joe, the 110-building gutter in the back was not installed correctly so there is water damage. Nitro is having an engineer look to see the extent of the damage for an action plan. There was also some sheathing that needed to be replaced but that was expected.

The alarm system has been updated at the Main Office and the Maintenance Building.

Director Werner stated she is possibly looking to update the key fob system at Jackson Towers. The current system is over 20 years old and very cumbersome when we have to activate or change fobs.

There are units that have old A/C sleeves that were boarded up and not bricked. Director Werner said she is having them bricked on the outside and insulated/fixed on the inside.

The Maintenance Department is caught up on work orders. They are one month out on some but that is to be expected. Maintenance has been completing some rehabs of units to help save on costs.

A brief discussion took place on changes to the packets that Board Members receive. A different financial report will be provided with more detail. The Section 8 HCV spreadsheet information will be added to the Directors Report.

**7. New Business.**

No new business.

**8. Adjournment.**

Frank Mariano moved to adjourn. Amy Klingler seconded. All in favor. Motion carried. Meeting adjourned at 12:27 p.m.

Submitted by Beth Marchal, Finance Director