

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

March 17, 2025

1. Oath of Officer.

Kelli Ward was sworn in as an official board member by The Honorable Jeffrey Beigel from Shelby County Probate Court. Kelli was welcomed by all.

2. Roll Call.

Chairman James Frye called the meeting to order. Present upon roll call were Chairman James Frye, Board Members Dmitri Williams, Frank Mariano, Amy Klingler and Kelli Ward. Quorum was noted. Executive Director Laura Werner and Beth Marchal Finance Director were also present. The regular scheduled meeting was called to order at 12:11 p.m.

3. Approval of February 2025 Board Meeting Minutes.

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

4. Approval of February 2025 Financial Report.

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

5. Directors Report

Director Werner reviewed the report that board members received. 147 Section 8 applications on waiting list. One voucher was issued. 223 receiving Housing Assistance Payments. VASH remains leased at 12. Spent \$97,366.00. Public Housing had 2 open units when the report was completed; however, 1117 Hilltop Ave. #A has been rented so only one unit is vacant. 49 Public Housing applications, 98% of rents in February were paid. One eviction was given, 2 move outs and one move in.

6. Old Business

A. Complex/Maintenance Update

Director Werner stated the storm damage at Shelby Manor is finished to our satisfaction and has been paid.

Sollmann Electric is hoping to be done with the installation of the generator by the end of the month. Director Werner confirmed Sollmann has all supplies needed to begin.

Director Werner updated board members in regards to the letter she received from the Shelby County Prosecutor on the aggravated arson. Director Werner said the tub surround was damaged by the juvenile and will need replaced. We received an estimate from Meiring Plumbing to complete the work needed. The tenant is coming in for a conference on March 20, 2025.

B. Hilltop Storage Room

The Hilltop Storage Room has been cleaned out and plans are in place to use the space.

7. New Business.

A. 2024 Audit

The 2024 Audit has begun. A shared file folder has been set up with the auditor this year to make review easier than trying to send documents via email.

B. Election of Vice Chairman

Board members discussed who they would like to elect as Vice Chairman. After a brief discussion, Chairman James Frye asked for a motion to elect Dmitri Williams as Vice Chairman. All ayes heard. Motion carried.

8. Adjournment.

Kelli Ward moved to adjourn. Amy Klingler seconded. All in favor. Motion carried. Meeting adjourned at 12:24 p.m.

Submitted by Beth Marchal, Finance Director

Approved and Validated

Laura Werner, Executive Director

James Frye, Chairman of the Board