

Board minutes - April 2013

MINUTES

The Board of Commissioners for the Berwick Housing Authority met in regular meeting on April 16, 2013 at 4:00pm at the housing authority office. The meeting was called to order and the agenda read by James Richard. The meeting opened with prayer.

There were present James Richard, Robert Thigpen, Eunice Cunningham, Lily Rebaradi, Attorney Susan Dorsey, Clarence Robinson, Jr., and Janice McIntyre. Absent was Jacki Ackel.

A motion was made by Thigpen and seconded by Rebaradi to dispense of the reading of the minutes for the March 19, 2013 regular meeting.

A motion was made by Rebaradi and seconded by Thigpen to dispense of the reading of the minutes for special meeting held on March 28, 2013.

Mr. Robinson stated that in each packet the commissioners had the monthly bank statements for both accounts dated 3-31-13, along with the check register. The checks are on the table for review. Mr. Robinson stated that the monthly finance reports for the first quarter still has not been received. The auditor was here last week for one day and all was good. A motion was made by Thigpen and seconded by Rebaradi to accept the financial report as given.

The monthly vacancy report was given. There are 6 units vacant and 6 names on the waiting list. The application process will be open on April 24th, and April 25th.

Mr. Robinson stated that Mr. Firmin's contract for architectural services for the housing authority has already been approved. We just need to document for the record his contract for the 2012 modernization project. The information was handed to the board for review. Mr. Firmin's architectural contract for the 2012 modernization project is \$13,839.00. Mr. Robinson stated that the contractors were here today for a preconstruction meeting. A motion was made by Rebaradi and seconded by Thigpen to accept and approve the 2012 Modernization Architectural contract in the amount of \$13,839.00.

A motion was made by Thigpen and seconded by Rebaradi to accept the director's report.

The board discussed next month's meeting date of May 21, 2013. A motion was made by Rebaradi and seconded by Thigpen to accept the date.

A motion was made by Cunningham and seconded by Thigpen to adjourn. Meeting adjourned.