

Board Minutes for October 2013

MINUTES

The Board of Commissioners of the Berwick Housing Authority met in regular meeting on October 22, 2013 at 4:00 pm at the housing authority office.

The meeting was called to order and agenda read by James Richard. The meeting opened with prayer.

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

A motion was made by Rebaradi and seconded by Cunningham to dispense of the reading of the minutes for September 17, 2013 regular meeting. Mr. Robinson stated that in each monthly packet the board had copies of the bank statements, check register, and monthly packet from HSA for month ending 8-31-13. The checks have been signed and are on the table for review. All finances are in order.

The 2012 mod project is complete and the contractors did an excellent job. Mr. Robinson showed pictures of the work done. We are holding the retainage for the project and the 45 days have started.

There are 6 units vacant and 4 names on the waiting list. The application process remains closed.

A statement was handed out for review of a balance left owed by a previous tenant. The board reviewed. A motion was made by Rebaradi and seconded by Cunningham to write off the balance of \$478.00.

Mr. Robinson gave a progress report on the inter agency work with MCHA. He has been there for 58 days. Work is in progress with leasing up public housing units. General work orders are now under control. He is currently working on a recap report of the last 60 days for HUD. The city council will be appointing 2 new board members. They will be getting ready for HUD's REAC inspection which is scheduled for November 27, 2013. He is going to Civil Service next week to address staff's records. The grass is being cut by a contractor and is now under control.

The board discussed next month's meeting date of November 19, 2013. A motion was made by Rebaradi and seconded by Cunningham to accept the date.

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