

Board Meeting Minutes for January 2014

MINUTES

The Board of Commissioners of the Berwick Housing Authority met in regular meeting on January 21, 2014 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, Robert Thigpen, Eunice Cunningham, Lily Rebaradi, Attorney Susan Dorsey, Clarence Robinson, Jr., and Janice McIntyre. Absent was Jacki Ackel.

A motion was made by Robert Thigpen and seconded by Lily Rebaradi to dispense of the reading of the minutes for the December 17, 2013 regular meeting.

Mr. Richard asked if the agenda could be expanded to add item 6 B. – 2014 Mileage Rate. A motion was made by Thigpen and seconded by Rebaradi to amend the agenda to add 6. B – 2014 Mileage Rate.

Mr. Robinson stated that in each monthly packet the commissioner had copies of the bank statements and check registers for both accounts. The operating balance is \$320,019.05 and the tenant deposit account balances is \$24,355.21. The checks are on the table for review. We do not have the monthly finances from HSA, they are still trying to close out the year. We have received the first 2 months of operating subsidy which was around \$36,000.00. We are in good financial position.

The mileage rate for 2013 was handed out for review. It is 56 cents per mile. A motion was made by Rebaradi and seconded by Thigpen to update the mileage rate for 2014 to 56 cents.

A motion was made by Thigpen and seconded by Rebaradi to accept the financial report as presented.

The monthly vacancy report was given. There are 7 units vacant and 16 names on the waiting list. The application process remains closed.

A list of appliances for write off was handed out for review. A motion was made by Rebaradi and seconded by Thigpen to write off 1 refrigerator and 2 stoves.

The 2005 copier was traded in when we purchased a new copier and we forgot to write it off. We need a motion to write off the 2005 copier. A motion was made by Thigpen and seconded by Rebaradi to write off the 2005 Anlyn copier.

Mr. Robinson gave a report on the inter-agency work with Morgan City Housing Authority. They have a problem with the flood plan for Brownell Homes. In December HUD officials met with the Mayor of Morgan City to discuss this. They had some issues with the roofs with the mod project. The unit turnaround is moving well. The waiting list will open in February. He is starting to work on employee files.

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Mr. Richard stated that MCHA would like to extend the contract for another year. They will have a board meeting on Thursday. After the meeting, he is expecting them to get back with the BHA board for an extension of the contract.

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 February 18, 2014. A motion was made by Rebaradi and seconded by Thigpen to accept the date of February 18, 2014.

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