

MINUTES

The Board of Commissioners of the Berwick Housing Authority met in regular meeting on April 19, 2016 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, Janie Brashear, Clarence Robinson, Jr., Janice McIntyre, and Clarissa Adams. Absent was Vanessa Romero and Robert Thigpen.

A motion was made by Cunningham and seconded by Brashear was made to correct the date of Janie Brashear's appointment to the board from last month's meeting. The correct date of appointment was April 12, 2016.

A motion was made by Cunningham and seconded by Brashear to correct last month's meeting minutes concerning the amount of the 2015 CFP bid from Hebert Construction. The correct amount is \$107,495.00.

A motion was made by Brashear and seconded by Cunningham to accept the minutes with the corrections to the March 22, 2016 regular meeting.

Mr. Robinson stated that the 2015 Audit is complete. There were no findings. The audit should be ready for submission next month. We have no financials from HSA. The commissioners had in their monthly packets bank statements and check registers for both accounts. The checks were on the table for review. A motion was made by Brashear and seconded by Cunningham to accept the financial report as presented.

The monthly vacancy report was given. There are 5 units vacant and 8 names on the waiting list. The application process remains closed.

The commissioners needed to have election of officers. Since two of the commissioners were absent, a motion was made by Brashear and seconded by Cunningham to table the election of officers for the board until next month.

Mr. Robinson gave a progress report on the inter-agency work with MCHA. There are 10 units ready for move in. There are 19 people on the waiting list for public housing and 26 on the list for Section 8. They are making plans to start work on 13 units in Joe Ruffin.

A motion was made by Brashear and seconded by Cunningham to accept the director's report as presented.

The board discussed next month's meeting date. A motion was made by Brashear and seconded by Cunningham to accept the date of May 24, 2016 for next month's meeting.

There were no questions, discussions, or additions.

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