

## MINUTES

The Board of Commissioners of the Berwick Housing Authority met in regular meeting on July 18, 2017 at 4:00 pm 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, Vanessa Romero, Frances Daughtery, Janie Brashear, Clarence Robinson, Jr., Janice McIntyre, and Clarissa Adams.

A motion was made by Thigpen and seconded by Romero to dispense of the reading of the minutes for the June 20, 2017 regular meeting.

Mr. Richard entertained a motion to amend the agenda to add under Item #6 – Financial Report the following items, C. 2016 Mod Project Pay Request #2 for Hebert Construction and D. Review & Approval of 2017 CFP Annual Statement and 5 Year Action Plan for 2017-2021.

A motion was made by Thigpen and seconded by Romero to amend the agenda to add under Item #6 – Financial Report the following items, C. 2016 Mod Project Pay Request #2 for Hebert Construction and D. Review & Approval of 2017 CFP Annual Statement and 5 Year Action Plan for 2017-2021.

In each monthly packet the commissioners had copies of bank statements and check registers for both accounts. The checks were on the table for review. Mr. Robinson handed out the financial report from HSA for the month ending June 2017 and reviewed the information with the board.

Mr. Robinson handed out copies of the 2016 Audit and reviewed the information with the board. A motion was made by Thigpen and seconded by Romero to accept the 2016 Audit Review as presented. Resolution #1217.

Pay request #2 for Hebert Construction was handed out for review. The request is for \$11,250.00. Work is progressing well. A motion was made by Thigpen and seconded by Romero to approve pay request #2 to Hebert Construction in the amount of \$11,250.00. Resolution #1218.

The 2017 CFP annual statement and 5 year action plan 2017-2021 was emailed to the commissioners for review. Mr. Robinson went over the documents and the board went into discussion. A motion was made by Thigpen and seconded by Romero to approve the 2017 CFP Annual statement and 5 Year Action plan for 2017-2021. Resolution #1219.

The monthly vacancy report was given. There are 4 units vacant and 4 units offline. There are 10 names on the waiting list and the application process is closed.

A sheet was handed out for a previous tenant that left owing a balance of \$386.40. A motion was made by Thigpen and seconded by Romero to write off the balance of \$386.40. Resolution #1220.

Mr. Robinson explained that LHC has a lawsuit challenging the operating reserves offset that Congress & HUD had imposed on the 2012 operating subsidy. The US Court of Federal Claims held that the operating reserves offset was a breach of the annual contributions contract between HUD and Public Housing Authority, so we are entitled to receive \$17,933.48, if we join the lawsuit. The board went into discussion. A motion was made by Thigpen and seconded by Romero to approve to move forward with the 2012 Operating Subsidy Claims Court. Resolution #1221.

Mr. Robinson gave a progress report on the inter-agency work with MCHA. The 2018 fiscal year budget is currently being completed and working on the 2017 CFP annual statement and 5 year plan for 2017-2021. They are still in the process of expending the 2014-2015 CFP funds with the current project. Application process continues to be open.

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

The board discussed next month's meeting date of August 22, 2017. A motion was made by Thigpen and seconded by Romero to accept the date.

There were no questions, discussions, or additions.

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