

MINUTES

The Board of Commissioners of the Berwick Housing Authority met in regular meeting on May 23, 2017 at 4:00 pm at the housing authority office.

The meeting was called to order and the agenda read by Robert Thigpen. The meeting opened with prayer.

There were present Robert Thigpen, Vanessa Romero, Frances Daugherty, Janie Brashear, Clarence Robinson, Jr., Janice McIntyre, and Clarissa Adams. Absent was James Richard.

A motion was made by Romero and seconded by Brashear to dispense of the reading of the minutes of the April 18, 2017 regular meeting.

In each monthly packet the commissioners had copies of the bank statements and check registers for both accounts. The checks were on the table for review. There is no finance report from HSA. They are currently working on finalizing the audit and doing an M D & A report. A motion was made by Romero and seconded by Brashear to accept the finance report as presented.

The monthly vacancy report was given. There are 2 units vacant and 3 units' offline for mod. There are 11 names on the waiting list. The application process is closed. A motion was made by Romero and seconded by Daugherty to accept the vacancy report.

A previous tenant was evicted and left owing a balance of \$1244.56. The board went into discussion. A motion was made by Romero and seconded by Daugherty to write off the balance of \$1244.56. Resolution #1211.

Mr. Robinson asked if we could table the election of officers for the board until next month, since not all of the members are present today. A motion was made by Romero and seconded by Daugherty to table this until next month.

Mr. Robinson stated that Mr. McCaskill will not be here today to discuss the inter-agency work and finances between Berwick Housing and Morgan City Housing. One reason is due to the weather and the other is he is still preparing the report. He wanted Mr. McCaskill to inform both boards of the status of where we were and where we are headed. He wants to move this until next month. He then handed out a progress report and reviewed with the board. The board will be reviewing bids for hot water heaters and wall heaters for Joe Ruffin. The Section 8 SEMAP score for 2016 is in. They made a 93/100. Higher Ground Church of Morgan City will be hosting a community fellowship in Brownell Homes from 11 to 2 on Saturday, May 27th.

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

The board discussed next month's meeting date of June 20, 2017. A motion was made by Romero and seconded by Daugherty to accept the date of June 20, 2017 for next month's meeting.

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Mrs. Romero asked how the no smoking policy was going. Mr. Robinson stated that we will be sending letters at the end of the month to the residents for final confirmation. He has also checked for prices on signs and stickers for the units.

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