

MINUTES

The Board of Commissioners of the Berwick Housing Authority met in regular meeting on June 19, 2018 at 4:00 pm.

The meeting was called to order and agenda read by Janie Brashear. The meeting opened with prayer.

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

A motion was made by Romero and seconded by Daugherty to dispense of the reading of the minutes for the May 22, 2018 regular meeting.

Mr. Robinson handed out the monthly finance report from HSA for May and reviewed the information with the commissioners. In each monthly packet, they had copies of bank statements and check registers for both accounts. The checks were on the table for review. He stated that he will have to do a budget revision in September.

A copy of the 2017 Fiscal Year Audit had been emailed to the commissioners for review. They went into discussion. There were no findings in the audit. A motion was made by Romero and seconded by Daugherty to accept the 2017 Fiscal Year Audit. Resolution #1253.

The Pilot tax for 2017 is \$29,558.84. The commissioners went into discussion. A motion was made by Romero and seconded by Daugherty to approve the 2017 Pilot Tax payment to the Town of Berwick in the amount of \$29,558.84. Resolution #1254.

Mr. Robinson stated that the 2018 CFP funding has increased. We will be receiving a total of \$241,703.00 for 2018 CFP. A motion was made by Romero and seconded by Daugherty to approve the 2018 CFP funding in the amount of \$241,703.00. Resolution #1255.

A motion was made by Romero and seconded by Daugherty to accept the financial report as presented.

The monthly vacancy report was given. There is only 1 unit vacant. There are 15 names on the waiting list and the application process is closed.

Mr. Robinson handed out the progress report on the inter-agency work with MCHA. Work is continuing at Joe Ruffin. He is currently working on the 2018-2019 Fiscal Year Budget. They had 9 move outs for the month.

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

The board discussed next month's meeting date of July 24, 2018. A motion was made by Romero and seconded by Daugherty to accept the date of July 24, 2018 for next month's meeting.

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There were no questions, discussions, or additions.

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