

MINUTES

The Board of Commissioners of the Berwick Housing Authority met in regular meeting on June 18, 2019 at 4:00 pm at the housing authority office.

The meeting was called to order and agenda read by David Leonard. The meeting opened with prayer.

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

A motion was made by Romero and seconded by Brashear to dispense of the reading of the minutes for the May 21, 2019 regular meeting.

Mr. Robinson handed out the monthly finance report from HSA and reviewed the information with the board. The commissioners had in their monthly packets bank statements and check registers for both accounts. The checks were on the table for review. All finances are in order.

Mr. Robinson handed out the 2018 fiscal year audit report. He reviewed the information with the board. There were no findings. The only thing we need to do is to update our payroll procedure policy due to changing payroll systems.

A motion was made by Romero and seconded by Brashear to accept and approve the 2018 fiscal year audit. Resolution #1292.

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

The monthly vacancy report was given. There is 1 unit vacant and 16 names on the waiting list.

Mr. Robinson went over the monthly inter-agency work with MCHA report. They will be taking applications on July 11th, 18th, and 25th for public housing only. Section 8 vouchers are still leased up. The bid for the next CFP was awarded to Rock Enterprise Construction of Kenner. Work progress is still going on for the 3 burned units at Brownell Homes.

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

The board discussed next month's meeting date of July 23, 2019. A motion was made by Romero and seconded by Brashear to accept the date of July 23, 2019 for next month's meeting.

The board discussed to start planning for the National Night Out next month.

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