

**MINUTES OF A REGULAR MEETING
OF THE BOARD OF COMMISSIONERS
OF THE MOLINE HOUSING AUTHORITY**

April 18, 2011

The regular meeting of the Board of Commissioners of the Moline Housing Authority was held at 5:30 PM in the Spring Brook Administration Building Board Room located at 4141 11th Avenue A, Moline, IL 61265.

Board members present were Chairperson Dan Adams, Vice-Chairperson Kathy York, Sonia Berg and Amy Valdes. Staff members present were Executive Director John Afoun, Operations Manager/Controller Doug Schott, AMP Manager Mike Sullivan, Housing Coordinator Kelly Maack, and Recording Secretary Maria Nino. Board Counsel, John Callas, was in attendance. Also in attendance were Moline City Mayor Don Welvaert, Moline City Council member Ted Ronk, Officer Heidi Nelson, Diane Fox, Lee Westlund, and Mohamed Sow.

1. **Call to Order:** Chairperson Dan Adams called the meeting to order at 5:30 p.m.
2. **Approval of the Minutes of the Regular Meeting of March 2011:** Minutes of the regular meeting of March 2011 were reviewed. Commissioner Berg advised that a correction needed to be made to the March 2011 minutes, specifically under Section #6 regarding Resolution #649. As presented, the minutes stated that "all voting members present voting "aye", none against", but in fact Commissioner Berg had abstained from voting on that resolution. Motion was made, and seconded, to approve the minutes of the regular meeting of March 2011 with the stated corrections. All voting members present voting "aye", none against; the Chairperson declared the motion carried unanimously.
3. **Approval of Bills Expended/Financial Report:** Bills expended were reviewed by the Commissioners. Motion was made, and seconded, to approve the summary of bills expended for the month of March 2011. All voting members present voting "aye", none against; the Chairperson declared the motion carried unanimously.
4. **COP Report:** Verbal report provided by Officer Heidi Nelson.

Officer Nelson distributed the report showing police calls for the MHA properties and reviewed the recent activity and what type of calls they have been receiving. She said they had their Easter egg hunt and that housing paid for most of it because the police are not able to pay for anything to do with food items anymore. Officer Nelson also said that mostly there had been juvenile problems, a few domestics, but nothing really bad had happened within the past month. Officer Nelson mentioned recent administrative changes to eviction proceedings have made their jobs easier.

5. **Executive Director's Report:** Verbal report provided by Mr. John Afoun.

Mr. John Afoun talked about the community room policy, Resolution #645. He mentioned it had been posted for 45 days to enable the community to give comments. Mr. Afoun reviewed the changes in the new policy. Notably, the new policy allows the use of the kitchens to residents. Also, the originally suggested 1:00am limit has been reduced to 11:00pm. Motion was made, and seconded, to adopt Resolution #645 for the Community Room Policy. All voting members present voting "aye", none against, the Chair declared the motion carried unanimously.

Next, Mr. Afoun spoke about the police services contract, Resolution #652. Commissioner Berg requested a modification of monthly reports to obtain a quarterly report on a running spreadsheet. Motion was made, and seconded, to adopt Resolution #652 for the police services contract. All voting members present voting “aye” except for Commissioner Valdes, who abstained from voting, none against, the Chair declared the motion carried unanimously.

Mr. Afoun then said he wanted to update the Board by telling them of a summary he did of the Occupancy Department and showed them procedures, policies, and practices that they are doing what they are supposed to do. This showed what they were doing and what has been implemented in order to ensure effective and efficient delivery of the services. The Board also reviewed the revised standard letters for the smooth running of the day to day operations. Mr. Afoun also mentioned that Mr. Mike Sullivan, Mr. Doug Schott, and he had gone to Chicago to meet with HUD representatives to discuss the construction of the Housing Authority’s new Administration Offices. The Housing Authority’s not for profit organization was also discussed amongst other things. The Housing Authority can go ahead with the plan of construction of the new administration office since it is in the agency plan, and there is enough money in the reserves to cover the cost of the construction. Chairperson Adams asked if the City of Moline had been contacted concerning zoning, and Mr. Afoun responded that Mr. Sullivan has put out the advertisements for architect procurement on the project and once we get that info is when they will talk to the City of Moline. Lastly, Mr. Afoun updated the Board on the computer lab project. He said things are progressing well and that the Moline Housing Authority is number one in the country in terms of participation. He also mentioned that there is a need for a French interpreter. Commissioner Berg asked who would be paying for the interpreter and Mr. Afoun responded that the computer lab would pay for that.

a. Section 8 Report: The Board reviewed the Section 8 Report as presented. Mr. John Afoun informed the Board that they are making steady progress. He also said that they are working to clean up the situation and are confident that the auditors will be able to get everything in order. Chairperson Adams asked how they have made progress and Mr. Afoun responded that through in house overtime hours.

b. Public Housing Report: The Board reviewed the Public Housing Report as presented. There was a report for each Amp as well as one showing the information for both Amps combined. This report gives a data analysis to track and report the statistics to the Board. The community services requirement was discussed as well as how it is difficult to enforce. Mr. Afoun also stated that our target average turnaround time is about ten days so they are working to improve that.

c. Development/Maintenance Reports: The Board reviewed the Capital Funds & Maintenance Progress Report, which showed the current and future projects. Another element was work orders and that shows that the maintenance staff is taking care of work orders in a timely fashion.

6. Resident Advisory Board (RAB) Report: Verbal report provided by Ms. Diane Fox.

Ms. Diane Fox told the Board all about their trip to Washington, D.C. She spoke about who the speakers had been and what they talked about as well as how they met with the correspondent for Bobby Shilling. She also talked about the fun they had and passed around photos and candy for the Board Members. Next Ms. Fox talked about how Mr. John Afoun

had been here for almost six months and he has implemented positive changes such as the community room policy, the computer lab project implementation, the move in video used for new residents, and new logo and paperwork to name a few.

7. **Closed Session - 5 ILCS 120/2 (c)(1) – Personnel Issues:** Motion was made, and seconded, to go into executive session at 6:21 P.M. and a roll call was taken. Voting Yes were Dan Adams, Kathy York, Sonia Berg and Amy Valdes. The Chair declared the motion carried unanimously.

The Board then commenced Executive Session.

Motion was made, and seconded, to close executive session at 7:54 P.M. and a roll call was taken. Voting Yes were Dan Adams, Kathy York, Sonia Berg and Amy Valdes. The Chair declared the motion carried unanimously.

The Public portion of the Meeting was resumed at 7:54 P.M.

8. **Any other business that may come before the Board:**

Chairperson Dan Adams submitted his resignation as Board Chairperson, effective upon adjournment of the meeting.

9. **Adjournment:**

There being no further business, a motion was made, and seconded, to adjourn the meeting. All voting members present voting “aye”, none against; the Chairperson declared the meeting adjourned at 7:56 P.M.

Dan Adams, Chairperson