

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

June 20, 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 Vice-Chairperson Kathy York, Dan Adams, Chuck Capan, and Bill Bloom. Staff members present were Executive Director John Afoun, Operations Manager/Controller Doug Schott, AMP Manager Mike Sullivan, and Recording Secretary Maria Nino. Board Counsel, John Callas, was in attendance. Also in attendance were Moline City Mayor Don Welvaert, Officer Heidi Nelson, Diane Fox, Lee Westlund, and Mohamed Sow.

1. **Call to Order:** Vice-Chairperson Kathy York called the meeting to order at 5:30 p.m.

Vice-Chairperson York stated that Commissioner Adams had a question and she would like Mr. John Callas to talk about it before getting started. The question was if we should elect a chairman the meeting immediately after the absence of a chairman. Mr. Callas responded that he did email Mr. John Afoun suggesting to put the chairman election the first item on the agenda for this meeting. Election of new Chair is required by the By-Laws. Commissioner Adams added that it is a required item on the agenda as well, but that we cannot do this because it was not put on the agenda. Mayor Welvaert suggested making a motion to suspend the rules until next month until which time the item will be added to the agenda. He mentioned that the City has done this in the past. Motion was made, and seconded, to suspend the rules until next month until which time the item will be added to the agenda. All voting members present voting "aye", except for one abstention, and none against; the Vice-Chairperson declared the motion carried. Commissioner Adams said that he does not doubt the mayor's word, but doesn't want this to be a meeting where everything is null and void due to not following the bylaws. Mr. Afoun stated that he chose not to put the item on the agenda because of the number of new commissioners and wanted everyone to get acquainted first before voting for a new chairperson.

2. **Introduction of the new Board Members:** Commissioner Bill Bloom introduced himself. He said he has lived in the Quad Cities for almost all his life. Commissioner Bloom worked for Deere for 30 years and retired a little over a year ago. Commissioner Chuck Capan said he has been a resident of Moline for about 8 years now and has always lived in the Quad Cities area. Commissioner Capan also said he works as a real estate agent with Mel Foster.
3. **Approval of the Minutes of the Regular Meeting of May 2011:** Minutes of the regular meeting of May 2011 were reviewed. Motion was made, and seconded, to approve the minutes of the regular meeting of May 2011. All voting members present voting "aye", none against; the Vice-Chairperson declared the motion carried unanimously.
4. **Approval of Bills Expended/Financial Report:** Bills expended were reviewed by the Commissioners. Commissioner Adams questioned the refreshments for a Board Meeting, Sedona bills, and cell phone reimbursements. Motion was made, and seconded, to approve the summary of bills expended for the month of May 2011. All voting members present voting "aye", none against; the Vice-Chairperson declared the motion carried unanimously.
5. **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. Officer Nelson explained the report to the new commissioners. She said they had just done the pay for grades party where they reward the Spring Brook children for earning good grades. Officer Nelson explained the COP program to the new commissioners. Officer Nelson talked about how they had a couple of evictions this month, had a couple of stolen cars, and a drug arrest lately. Mr. Callas interjected with an explanation on the big picture of the whole COP program here. Mr. Afoun added that he had been in attendance at the pay for grades event and he was very impressed with the interaction between the police officers and the children and feels it is a good initiative.

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

Mr. Afoun first talked about the computer lab graduation. He said that the first group of students from the Connected Living computer lab program, from Spring Valley and Hillside Heights graduated this month and that the residents will receive a laptop computer and the outreach students will receive a desktop computer. Next, Mr. Afoun spoke about a decrease in Section 8 funding. He stated that our Section 8 program uses the admin fee to pay salaries and run the program on a daily basis, and that is what has been reduced and looks to be even further reduced anywhere between 10 and 40 percent. The lowered level of money we will receive is not sufficient to cover the program cost, but we do have reserves that we can use, although this will be recorded as a loss. If we are not able to run the program effectively the future of the program could be in jeopardy. Mr. Afoun then spoke about the anticipated decrease in public housing funding which is anticipated to be between 10 to 40 percent of 2010 levels this year. Mr. Afoun then stated that HUD intends to recapture and redirect excess reserves. He stated that we have about two million dollars in reserves and that there is an anticipated cap on how much money is acceptable for a housing authority with 486 units to have in reserves and the rest looks that it will be recaptured by HUD.

Mr. Afoun then requested permission to replace the 2002 Expedition. He stated that he would like to do this in order to minimize the recapture. Commissioner Adams asked if Mr. Afoun had spoken to any of the dealers to get a trade in value for the vehicle as well as details on how many vehicles we have, how many miles we put on the vehicles per year, and who uses them. It was decided that first Mr. Afoun would gather the requested information and bring that back to the commissioners before moving forward with this request.

Next, Mr. Afoun requested permission to use the title CEO in conjunction with the not for profit organization. Mr. Callas suggested that this meeting is the housing authority and not a meeting for the not for profit entity. The Board of the not for profit would need to meet and elect/appoint John Afoun to that position within the not for profit entity. Mr. Afoun asked to schedule a Board Meeting for next week so they can get things going. The purpose of the special meeting of the Authority would be to determine its interest, options and best course of action with regard to the not for profit corporation. Commissioner Bloom stated that he was fine with John being called CEO. The Chair requested a Special Meeting be set for those purposes.

Mr. Afoun said that although his contract only allows him to sign for up to \$5,000, there was a bill that went over that amount due to an emergency situation at Spring Valley with a rusted

water heater that needed replacement. Motion was made, and seconded, to approve the payment for the water heater replacement to Erickson Plumbing & Heating for the amount of \$5,825.00. All voting members present voting “aye”, none against; the Vice-Chairperson declared the motion carried unanimously.

a. Presentation by Gina Baxter of Connected Living (Computer Lab): Mr. Afoun stated that due to the Board’s request for information concerning the computer lab program last month, Ms. Gina Baxter from Chicago is here to answer any questions. Ms. Baxter planed a DVD to give an overview of the program. She then talked about the different communities that have been helped. Commissioner Adams asked what the outreach was and requested information on whether this grant was being properly administered. Ms. Baxter answered that there are goals for surrounding communities to be helped with the grant in addition to the residents and that was where the outreach came into play. Commissioner Adams also asked if there was an age requirement. Ms. Baxter stated that the outreach does not have an age requirement and that if there are open seats they want to fill them with outreach if there aren’t enough residents interested. She reiterated that there are no qualifications as to the outreach people. Ms. Baxter assured the Commissioners that selection of the building for older and disabled residents did not limit the nature of the participants to those people. She stated that the grant qualifications were met based upon the building as a whole. Ms. Baxter ended by giving her e-mail address (gbaxter@connectedliving.com) for any further questions anyone might have concerning the program.

b. Section 8 Report: The Board reviewed the Section 8 Report as presented. Mr. Afoun stated that the admin fee is being reduced, but that the good news is that we have a 99.02% in our PIC reporting.

c. 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. Mr. Afoun stated that he met with the AMP Manager and they are relatively happy with everything. He stated that we have a waiting list of over two years, which is why he is pushing to get the not-for-profit going.

d. 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.

Commissioner Adams asked if Mr. Afoun had received a response back from Mr. Steve Meiss from HUD concerning the discretionary funds. Mr. Afoun responded that he had received a response and that he was going to discuss it in further detail at the next Board Meeting, but that in short we were able to use discretionary funds as long as it comes from certain funds.

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

Ms. Diane Fox talked about the lunch program having started last week and that so far 66 children have participated. She said this is a joint effort between Project Now and MHA. She said another program that has been going on is The Literacy Connection (TLC), a tutoring program. The first hour si one on one tutoring and the second hour is for presentations from outside for the kids and the parents. Ms. Fox also announced that our RAB has a new Board Member from Hillside Heights. Her name is Tammy Jones, but couldn’t be here tonight. She mentioned they had another person they were supposed to interview from Hillside Heights, but they eliminated him because he didn’t show up.

8. **Closed Session - 5 ILCS 120/2 (c)(1) – Personnel Issues:** Motion was made, and seconded, to go into executive session at 7:20 P.M. and a roll call was taken. Voting Yes were Dan Adams, Kathy York, Chuck Capan and Bill Bloom. The Vice-Chairperson declared the motion carried unanimously.

The Board then commenced Executive Session.

Motion was made, and seconded, to close executive session at 8:23 P.M. and a roll call was taken. Voting Yes were Dan Adams, Kathy York, Chuck Capan and Bill Bloom. The Vice-Chairperson declared the motion carried unanimously.

The Public portion of the Meeting was resumed at 8:23 P.M.

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

Motion by Dan Adams, second by Charles Capan, to authorize the Board Attorney to retrieve the MHA laptop computer from Commissioner York immediately following the current Board meeting, together with all access information; and then to determine, by any reasonable measures, whether said computer was used for personal usage by Commissioner York. Callas is also directed to determine whether possession and usage of that computer violated any MHA policies, laws, rules and/or HUD regulations and provide a report to the Commissioners. All members voting aye, none against, the Motion carried unanimously.

Motion by Commissioner Adams, second by Commissioner Capan, to form a special temporary Board Committee of 2 Commissioners, namely Adams and Bloom, for a special purpose to investigate, quantify, and prepare an executive summary of all information submitted to the Board by Commissioner Adams relating to the job performance of John Afoun. Such committee shall have the ability to communicate and seek advice and opinions from the Board Attorney. Upon completion of the summary, the committee shall distribute said summary to all Board members for their review. All members voting aye, none against, the Motion carried unanimously.

10. **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 Vice-Chairperson declared the meeting adjourned at 8:33 P.M.

Kathy York, Vice-Chairperson