

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

January 14, 2013

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 11<sup>th</sup> Avenue A, Moline, IL 61265.

Board members present were Chairperson Melvin Grimes, Vice-Chairperson Kathy York, Chuck Capan, Jennifer Ainsworth, and Leslie Stange-Crotty. Staff members present were Executive Director John Afoun and Recording Secretary Maria Nino. Board Counsel, Tim Feeney, was in attendance. Also in attendance were Diane Fox, Lee Westlund, Mohamed Sow, Tammy Jones, Linda Reedy, Officer Becky Sargeant, Officer Andy Hughes, and Officer Pedro Valladares.

1. **Call to Order:** Chairperson Melvin Grimes called the meeting to order at 5:30 p.m.
2. **Approval of the Minutes of the Regular Meeting of December 17, 2012:** Minutes of the regular meeting of December 17, 2012 were reviewed. Motion was made, and seconded, to approve the minutes of the regular meeting of December 17, 2012 as presented. All voting members present voting "aye", none against; the Chairperson declared the motion carried.
3. **Approval of Financial Report:** The financial report was reviewed by the Commissioners. Motion was made, and seconded, to approve the financial report for the month of December 2012. All voting members present voting "aye", none against; the Chairperson declared the motion carried.

Chairperson Grimes requested the Board be provided with a snapshot on a quarterly basis to find out how much was spent and how much we have left starting in March 2013.

4. **COP Report:** Verbal report provided by Officer Becky Sargeant.

Officer Sargeant introduced Officer Andy Hughes as the new officer. He gave a brief introduction. Mr. Afoun said we wish Officer Nelson the very best and we enjoyed working with her. Officer Sargeant then referred to the report showing police calls for the MHA properties and reviewed the recent activity. Officer Sargeant reviewed recent criminal activity on the property. Commissioner Stange-Crotty volunteered to help out with any activities they may have for young people if they need an adult to help out.

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

Mr. Afoun talked about operational goals and objectives. He said that at the strategic planning session it had been discussed for him to review operations and detail functions of each department and determine performance criteria for each department. He has since done this and talked about the goals of each department and went over each in detail. Mr. Afoun and the Commissioners then discussed how there is a need to assess the goals and targets.

Mr. Afoun stated that Mr. Larry Bolinger has started at the MHA as a maintenance person. He stated all maintenance positions have been filled except for one, which is on hold for now to review if the extra person is needed or not.

a. **Resolution #701:**

Resolution #701 was to approve/authorize the submission of the 2013 PHA/Agency Plan. All voting members present voting “aye”, none against, the Chairperson declared the motion carried unanimously.

**Resolution #702:**

Resolution #702 was to accept the 2012 Audit Report. All voting members present voting “aye”, none against, the Chairperson declared the motion carried unanimously.

**Resolution #703:**

Resolution #703 was to approve/authorize the MHA Personnel Policy Amendment. All voting members present voting “aye”, none against, the Chairperson declared the motion carried unanimously.

**Resolution #704:**

Resolution #704 was to approve/authorize the Cash, Cash Equivalent and Investment Policy. All voting members present voting “aye”, none against, the Chairperson declared the motion carried unanimously.

b. **Section 8 Report:** The Board reviewed the Section 8 Report as presented. The main concern is that we never know how much money we are going to get each month from HUD.

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. Turnover is of concern as is the community services issue. Mr. Afoun said he would be changing the report format a little bit to show the comparison between this month and last month. Mr. Afoun also stated that we will be going out for bids for pest control services.

d. **Development/Maintenance Reports:** The Board reviewed the Capital Funds & Maintenance Progress Report, which showed current and future projects. The report also addressed work orders and that the maintenance staff is taking care of work orders in a timely fashion. Mr. Afoun gave updates on the Spring Brook Door Project.

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

Ms. Fox said they talked about how last month there was more people in attendance at the resident meeting. They discussed with COP officers about problems with parking. She also mentioned she was still trying to figure out something to use for containers to do a recycling program. Lastly, Ms. Fox talked about how excited they all were for the upcoming conferences they will be attending.

7. **Closed Session – Personnel Issues – 5 ILCS 120/2(c)(1):**

Motion was made, and seconded, to go into executive session at 6:23 P.M. and a roll call was taken. Voting Yes were Melvin Grimes, Kathy York, Chuck Capan, Jennifer Ainsworth, and Leslie Stange-Crotty. The Chairperson declared the motion carried unanimously.

The Board then commenced Executive Session.

Motion was made, and seconded, to close executive session at 6:59 P.M. and a roll call was taken. Voting Yes were Melvin Grimes, Kathy York, Chuck Capan, Jennifer Ainsworth, and Leslie Stange-Crotty. The Chairperson declared the motion carried unanimously.

The Public portion of the Meeting was resumed at 6:59 P.M.

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

There was no other business to come before the Board.

**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 7:00 P.M.

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Melvin Grimes, Chairperson