

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

August 19, 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 11th 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, John Callas, was in attendance. Also in attendance were Diane Fox, Tammy Jones, Lee Westlund, and Officer Andy Hughes.

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 July 22, 2013:** Minutes of the regular meeting of July 22, 2013 were reviewed. Motion was made, and seconded, to approve the minutes of the regular meeting of July 22, 2013 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. Mr. Afoun made note that the report now indicates what the total reserve is showing the breakdown of the admin and HAP fees. Motion was made, and seconded, to approve the financial report for the month of July 2013. All voting members present voting "aye", none against; the Chairperson declared the motion carried.
4. **COP Report:** Verbal report provided by Officer Andy Hughes.

Officer Andy Hughes referred to the report showing police calls for the MHA properties and reviewed the recent activity. He said the continuing problems were not occurring anymore and bicycle theft has gone down.

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

Mr. John Afoun went over the Section 8 Management Assessment Program (SEMAP) score. He stated that he had very good news to report to the Board, which was that we have again retained our high performer status this year. This year we got 100 percent on our SEMAP. He commended the Section 8 Manager for all her hard work to achieve this.

Mr. Afoun then stated that we have been awarded our 2013 Capital Fund grant in the amount of \$692,651, which is about \$25,000 less than what we received last year. Mr. Afoun next said we held our annual community appreciation day and all those that attended had a good time.

Mr. Afoun stated that we have reopened the studio one bedroom waiting list for now, but the rest of the lists are all still closed. As for the general operations, apart from the projected over-expenditure, the day-to-day operations appear to be going well as there are no major concerns to report at this time.

- a. **Section 8 Report:** The Board reviewed the Section 8 Report as presented. Mr. Afoun reported that the amount of money we receive is not enough to carry the

program and we have been dipping into our reserves to pay for the day to day operations.

- 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. Mr. Afoun mentioned that turnaround time is within what we set out to do so he is happy about that.
- c. **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 said that we are substantially complete at this point on the door project.

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

Ms. Fox said the summer school program, lunch program, and TLC have ended and school has started. They are still trying to fill the vacant RAB position and are collectively looking forward for the capital funds to be available for painting. She said the weather was beautiful, attendance was good, and the food was good for customer appreciation day. She also wanted to thank Ms. Lorena McMillan for stepping up and doing a good job with the event. She informed everyone that Ms. Tammy Jones had been unable to attend the event due to having a heart attack that day.

Mr. Afoun talked about planned maintenance and cyclical maintenance. He said once capital funds are available he would like to introduce to the Board that all units be painted once every five years. He reiterated that nobody would be evicted due to not passing their annual inspections due to having dirty walls.

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

Motion was made, and seconded, to go into executive session at 5:55 P.M. and a roll call was taken. Voting Yes were Melvin Grimes, Kathy York, Chuck Capan, Leslie Stange-Crotty, Jennifer Ainsworth. The Chairperson declared the motion carried unanimously.

The Board then commenced Executive Session.

Motion was made, and seconded, to close executive session at 6:01 P.M. and a roll call was taken. Voting Yes were Melvin Grimes, Kathy York, Chuck Capan, and Leslie Stange-Crotty. The Chairperson declared the motion carried unanimously.

The Public portion of the Meeting was resumed at 6:32 P.M.

After the closed session ended, there were several items brought up and motions made on some of them.

The Section 8 program was discussed as to whether MHA would give up the program or continue to exhaust all funding, with the understanding this could take approximately 3 years. The board advised Director Afoun to continue on with the program at this time.

A motion was made and seconded "to make necessary cost savings steps to eliminate the following positions to balance the budget: Asset Manager, Section 8 Assistant, and one Maintenance I". All commissioners voted in the affirmative.

Discussion was held on the current way the health care policy is paid for entirely by MHA. After discussion a motion was made and seconded "to change the Health Benefits program from 100% employer paid to a 20-80% employee-employer paid program, effective September 1. All commissioners voted in the affirmative.

Director Afoun brought up the subject of the REAC bonuses awarded to employees. Because REAC has changed from annual inspections to doing them every 3 years, this is an off year. Employees still feel that bonuses should be issued and therefore the issue is being brought to the board. A motion was made "to give bonuses this year with the understanding they would only be awarded in year the inspection was done". The motion was defeated with Commissioners Stange-Crotty and York voting aye, Commissioners Capan, Ainsworth and Grimes voting nay.

The final item of business was an overview of the Everywhere Wireless contract given by Attorney John Callas.

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

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 7:20 P.M.

Melvin Grimes, Chairperson