

HOUSING AUTHORITY OF THE CITY OF NEVADA, MO

HELD THIS 27th DAY OF SEPTEMBER 2012

On this 27th day of September, 2012 at 6:55 p.m., the Housing Authority of the City of Nevada, MO met in regular session at the Nevada Housing Authority, 1117 N. West St., Nevada, MO 64772.

The meeting was called to order by Jennifer Thomas, Acting Chairperson.

Roll call was taken with the following present:

Commissioners: Nellie Jo Boyd, Lois Crowe, and Jennifer Thomas

Absent: Frankie L. Davis and Mike Turnbull (Excused)

Also present: Carol Branham, Executive Director

There was a motion made by Commissioner Lois Crowe to approve the agenda as written. Commissioner Nellie Jo Boyd seconded the motion. A vote was taken and recorded as follows:

Ayes: Commissioners Lois Crowe, Jennifer Thomas and Nellie Jo Boyd

Nays: None

Absent: Commissioners Frankie L. Davis and Mike Turnbull

CONSENT AGENDA

A motion was made by Commissioner Lois Crowe to approve the consent agenda which included:

- Minutes (Regular Session, September 27, 2012)**

The motion was seconded by Commissioner Nellie Jo Boyd. A vote was taken and recorded as follows:

Ayes: Commissioners Jennifer Thomas, Nellie Jo Boyd and Lois Crowe

Nays: None

Absent: Commissioners Frankie L. Davis and Mike Turnbull

EXECUTIVE DIRECTOR REPORT

Consideration was given and discussion held on the verbal Executive Director reports which included the following:

- **Substantial completion of accessible unit at 1132 N. West**
- **Occupancy rate of 87% as of 9-27-12**
- **Meeting in Jefferson City, October 3rd in reference to option to go with a volume submitter for employee retirement plan.**
- **St. Louis MONAHRO Conference and Retirement Reception for Donna Lewis in Rolla**
- **HUD Site Visit – September 28th**
- **City of Nevada Extra Policing Services Billing Error**
- **PILOT Payment for year end 6-30-12**
- **June & July Financials**
- **Fairground Estates – changes on accessible unit upgrades to drawings by the City. Additional cost will be \$1095 and will be reflected in a change order once contract is executed and proper documentation is in place.**
- **Tammy Bond's request to have discussions for program to house some of her clients that do not need wrap around care. A meeting will be schedule in the near future to talk about options.**
- **Agency will be closed on Monday, October 8th for Employee In-Service**

Motion was made by Commissioner Lois Crowe to accept Executive Director's report. The motion was seconded by Commissioner Nellie Jo Boyd. A vote was taken and recorded as follows:

Ayes: Commissioners Nellie Jo Boyd, Lois Crowe and Jennifer Thomas

Nays: None

Absent: Commissioners Frankie L. Davis and Mike Turnbull

Consideration was given and discussion held on a request from the Executive Director regarding changes in the employee retirement plan. A motion was made by Commissioner Nellie Jo Boyd to give the Executive Director permission to seek out a volume submitter for the employee retirement plan and get the necessary paperwork to make the changes. The motion was seconded by Commissioner Lois Crowe. A vote was taken and recorded as follows:

Ayes: Commissioners Lois Crowe, Jennifer Thomas and Nellie Jo Boyd

Nays: None

Absent: Commissioners Frankie L. Davis and Mike Turnbull

PRESIDENT REPORT

NONE

NEW BUSINESS

Consideration was given and discussion held on Resolution No. 792 (Approval of bid for Fairground Estates Upgrade Accessibility 2012 to Quartz Plus, Moundville, MO). A motion was made by Commissioner Lois Crowe to approve Resolution No. 792 as written in the amount of \$159,200. The motion was seconded by Commissioner Nellie Jo Boyd. A vote was taken and recorded as follows:

Ayes: Commissioners Lois Crowe, Jennifer Thomas and Nellie Jo Boyd

Nays: None

Absent: Commissioners Frankie L. Davis and Mike Turnbull

MISCELLANEOUS MATTERS

NONE

Being no further business to come before the board, Acting Chairperson Jennifer Thomas adjourned the regular session meeting.

Open session adjourned at 7:15 p.m.

JENNIFER THOMAS, ACTING CHAIRPERSON

/S/ _____

CAROL BRANHAM, EXECUTIVE DIRECTOR/

RECORDING SECRETARY

CERTIFICATION

I, Carol Branham, the duly appointed and qualified Acting Secretary of the Housing Authority of the City of Nevada, MO do hereby certify that this is the true and correct copy of the original minutes, of the meeting held on the 27th day of September 2012 as it related to the matters set forth in said extract, and I do further certify that each Resolution adopted at said meeting is on file and of record.

IN TESTIMONY WHEREOF, I have hereunto set my hand and the Seal of Authority this 24th day of October, 2012.

/s/ _____

Carol Branham, Executive Director

(SEAL)