

NORTH LITTLE ROCK HOUSING AUTHORITY
BOARD OF COMMISSIONERS MEETING MINUTES
Held on March 5, 2018
(Presented for Approval on April 2, 2018)

Meeting Called to Order: At 5:30 P.M. by Chairman Brett Russell

PRAYER BY: None

Upon roll call the following Commissioners answered present:

Chairman/Commissioner Brett Russell
Vice Chairman/Commissioner Oliver Dillingham
Commissioner Teresa Burl
Commissioner Chris Dunkum
Commissioner Raymond Wells

ALSO PRESENT:

Belinda Snow, Executive Director/Secretary-Treasurer (via conference call)
Yulunda White, Development Manager
John Gall, Accounting Supervisor
Tamarrah Bryant, Public Housing Operations Manager
Scott Hilburn, PHA Attorney
Greg Northern, PHA Attorney

APPROVAL OF MINUTES:

Commissioner Burl made a motion to approve the minutes and Commissioner Wells duly seconded. All were in favor of approving the minutes for the regular meeting held on February 5, 2018. Motion carried.

SECRETARY'S REPORT

Commissioner Dillingham made a motion to accept the Secretary's report and Commissioner Wells duly seconded. All were in favor of accepting the Secretary's report for the month of January. Motion carried.

Commissioner Wells asked about the Choice Neighborhood Grant and if there were any additional application opportunities and Ms. Snow advised that the authority did not receive the grant and that there were no additional funds in the current administration's budget. Commissioner Burl questioned if any of the current programs would be affected and Ms. Snow advised that none of the grants or services currently in place would be affected.

Commissioner Burl as if it was probable that staff would locate the grant number regarding the transfer of the gym to Step Ministries and Ms. Snow said that John would go into the old software to see if there is anything in that software with the information on it. Mr. Russell asked if an approximate timeframe had been determined and John advised that from reviewing information that he believes that the funding was from a Youth Sports grant. Commissioner Burl asked if there were any alternatives to locate the information if they were not able to locate in the prior software and Ms. Snow advised that there were no other alternatives unless French Hill contacts Mr. Carson and asks him to approve the housing authority turning over the property.

Commissioner Burl asked if the furniture issues had been resolved or is staff seeking a new provider to supply the office furniture. Ms. Snow reported that part of the order was removed which seemed to be part of the problem. She noted that almost \$30,000 in chairs were removed and ordered at a cheaper price and the vendor then cut off communication regarding the remainder of the order. Ms. Snow stated that you are liable once the contract is signed because the furniture is customized. She noted that it is a little uncomfortable but staff is doing the best that they can do until the furniture arrives. She requested a copy of the order from the vendor but has not received a confirmed date for the delivery.

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Commissioner Burl asked if the housing authority planned to manage in-house and if a management fee would be charged to the tenants. Ms. Snow advised that the housing authority would manage in-house unless there were changes in staff and that we would not be setting up a management fee unless there is a compelling reason to do so.

Adjournment of Regular Meeting: At 6:01 p.m. Commissioner Burl made a motion to adjourn and Commissioner Teresa Wells seconded.

Date: March 5, 2018

ATTEST:

APPROVED:


Secretary/Treasurer


Chairman

