

**South Pittsburg Housing Authority**

July 16, 2018

The Board of Commissioners of the South Pittsburg Housing Authority met for a regularly scheduled meeting at 5:00 p.m. on Monday, July 16, 2018 at the office of the South Pittsburg Housing Authority.

Chairman Bill Lawrence chaired the Board, conducted roll call and called the meeting to order with the following members present:

Bill Lawrence, Chairperson  
Jane Pellam, Vice Chairperson  
Tim Hudson; Commissioner  
Shannon Duggar; Commissioner (absent)  
Mary Faye Payne, Commissioner

Also present was Executive Director, Lisa Bradford, Attorneys Jerry Bible and Sarah Willis, and PHM Jessica Kelley.

The Chairman declared a quorum present and the meeting was open for business.

Vice Chairman Jane Pellam made a motion to approve the board agenda for the July 16, 2018 meeting. The motion was seconded by Commissioner Mary Faye Payne. All were in favor of approving the board agenda and the motion carried.

Commissioner Mary Faye Payne made a motion to approve the June meeting minutes. The motion was seconded by Commissioner Tim Hudson. All were in favor of approving the June minutes and the motion carried.

Commissioner Tim Hudson made a motion to approve the June special called meeting minutes. The motion was seconded by Commissioner Mary Faye Payne. All were in favor of approving the June special called minutes and the motion carried.

Commissioner Mary Faye Payne made a motion to approve the June financials. The motion was seconded by Vice Chairman Jane Pellam. All were in favor of approving the June financials and the motion carried.

**Old Business:**

None

**New Business:**

Under new business, Lisa Bradford explained that there are several deposits in transit and adjustments that were made back from 2013 that were still showing outstanding on our books. The new auditor JHM suggested that all of these outstanding items be written off of the books this year to prevent any further procrastinating the deposits in transit and adjustments that were made by the previous administration. The total

amount to be written off on the public housing was for \$ 17,640.72. Commissioner Mary Faye Payne made a motion to write this amount off of the books. The motion was seconded by Vice Chairman Jane Pellam. All were in favor-Aye and the motion was so ordered.

**Commission Reports, Comments, Questions:**

Lisa Bradford asked the board for permission to travel to the Annual Meeting for TAHRA in Franklin, TN August 12-14, 2018. All Commissioners agreed.

The board was notified by copy of a letter from the Washington, D.C. HUD office that the SPHA had been awarded their 3<sup>rd</sup> Emergency Grant in the amount of \$117, 000 for the foundation stabilization at 1205 and 1207 Hamilton Avenue.

Lisa Bradford asked the attorneys to please follow up with the Marion County Board of Education to receive a copy of the Certificate of Insurance that is required based on the Property-Lease Agreement between the SPHA and the MCBOE for the use of our property. Lisa Bradford stated that she has been requesting since February 5, 2018. Chairman Bill Lawrence also asked that this request be completed ASAP due to the pending liability.

The Back to School Bash for the SPHA will held at the Senior Activity Center this year on July 26<sup>th</sup> from 12-4. The SPHA is very excited to be once again handing out back packs and school supplies to all of our residents.

Lastly, Lisa Bradford notified the board of the recent REAC Inspection score provided to us after the inspection last week. Mrs. Bradford explained how the inspection went and how some of the standards had changed since the previous inspection. She also explained her disappointment and disbelief in the score. Mrs. Bradford stated that she, along with HUD representatives Shannon Cross and Tosha LeSure would be assisting in writing an appeal. Lisa Bradford asked that she travel to Cleveland on Thursday to work on the appeal.

**Adjournment:**

After no further business to be brought before the board, Commissioner Mary Faye Payne made a motion to adjourn the meeting. The motion was seconded by Vice Chairman Jane Pellam. All were in favor-Aye and we stand adjourned.

Respectfully Submitted:

\_\_\_\_\_ (Secretary)

Approved by:  
\_\_\_\_\_ (Chairman)