

The Board of Commissioners of the South Pittsburg Housing Authority met for a regularly scheduled meeting at 4:30 p.m. on Monday, May 18, 2020 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
Shannon Duggar; Commissioner
Mary Faye Payne, Commissioner
Sarah Gaines; Commissioner

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

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

Commissioner Mary Faye Payne made a motion to approve the board agenda for the May 18, 2020 meeting. The motion was seconded by Commissioner Shannon Duggar. All were in favor of approving the board agenda and the motion carried.

Chairman Bill Lawrence made a motion to approve the March meeting minutes. The motion was seconded by Vice Chairman Jane Pellam. All were in favor of approving the March regularly scheduled meeting minutes and the motion carried.

Commissioner Mary Faye Payne made a motion to approve the March financials. The motion was seconded by Commissioner Shannon Duggar. All were in favor and the motion carried.

Commissioner Shannon Duggar made a motion to approve the April financials. The motion was seconded by Chairman Bill Lawrence. All were in favor and the motion carried.

Old Business:

There was no old business to be discussed at the May meeting.

New Business:

There was no new business to be discussed at the May meeting.

Commission Reports, Comments, Questions:

Executive Director, Lisa Bradford had a few things to discuss with the board during the May meeting. She stated that the storm doors replacements have been put out for bid and the pre-bid conference for that will be held on May 28th for a bids to be opened on June 4th at 10:00 am. She also stated that the cost estimate was around \$ 150,000.

Secondly, Lisa Bradford wanted to discuss any possible conflicts of interest with two vendors, Woodfin Printing and Private Logo. Both owners serve on City boards and it was brought to Ms. Bradford’s attention and she wanted to clarify with the board the perception of a conflict of interest. Due to neither owner making decisions for the South Pittsburg Housing Authority and getting a benefit by that, it was discussed that we did not believe there was any conflict of interest in doing business with these two vendors.

Next, it was discussed that on Wednesday; May 19th, Stan McCall with Recap Advisors would be visiting for further discussion on RAD conversion options for the SPHA. Lisa Bradford stated that the units were in need of AC unit replacements and that cost will be somewhere around 3,500-4,000 per unit, installed, which equates to approximately \$ 707,000. She stated that she plans to hire Recap Advisors to perform the Feasibility Study to see if this process will be a viable option for the SPHA.

Lastly, it was asked of the board to set a date for a budget workshop since we are close to the beginning of a new budget and we needed to have a budget approved for the June meeting for FYE 2021 Budget. After discussion, it was determined that the budget workshop would be held on May 28th at 4:30 pm at the Senior Activity Center.

Adjournment:

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

Respectfully Submitted:

Approved by:

_____ (Secretary)

_____ (Chairman)