

The Board of Commissioners of the South Pittsburg Housing Authority met for a regularly scheduled meeting at 4:30 p.m. on Tuesday, February 21, 2023 at the office of the South Pittsburg Housing Authority.

Chairman Mary Faye Payne chaired the Board and called the meeting to order with the following members present:

Mary Faye Payne, Chairman  
Shannon Duggar; Vice Chairman  
Delorah Starkey, Commissioner  
Lamar Jenkins, Commissioner  
Jimmy Haley, Commissioner

Also present was Executive Director, Lisa Cross and PHM Jessica Kelley.

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

Vice Chairman Shannon Duggar made a motion to approve the board agenda for the February 21, 2023 meeting. The motion was seconded by Commissioner Lamar Jenkins. All were in favor of approving the board agenda and the motion carried.

Chairman Mary Faye Payne discussed an amendment to the January meeting minutes to change the previous minutes to show that the SPHA Board approved moving 2-\$300,000 CD's to Tower Community Bank for 2-6 month CD's. Commissioner Jimmy Haley made a motion to approve the January 2023 meeting minutes, with amendments. The motion for the approval of the January meeting minutes was seconded by Commissioner Lamar Jenkins. All were in favor of approving the January 2023 regularly scheduled meeting minutes and the motion carried.

Chairman Mary Faye Payne brought up a discussion regarding the Senior Activity Center, the rental fee that is being charged and the lack of the SPHA being reimbursed for the work done at the SCAC for the rentals. Being that the rental fee is \$ 200.00 per rental, Chairman Payne stated that she believes that it would only be fair that the SPHA be paid for the work that is done for the rental services in the amount of \$ 150.00 for each rental. That money would be paid to the Management Fee Account each month. After discussion, Vice Chairman Shannon Duggar made a motion to ask the Elderly Housing Board for \$150.00 per rental to be paid to the SPHA Management Fee Account each month. The motion was seconded by Commissioner Lamar Jenkins. All were in favor of requesting \$ 150.00 per rental from the Elderly Housing Board and the motion was so ordered.

Commissioner Lamar Jenkins made a motion to approve the January 2023 financials. The motion was seconded by Commissioner Delorah Starkey. All were in favor of approving the January 2023 financials and the motion carried.

**Unfinished Business:**

The only item under unfinished business was the discussion of the SPHA owned property, used by the MCBOE. In the January meeting, Chairman Mary Faye Payne had requested that Attorney Sarah Willis provide the SPHA with a draft quit claim deed to the MCBOE for the properties as discussed and email that to Director Cross before the February meeting. Attorney Sarah Willis was not at the February meeting, nor provided the draft quit claim deed for discussion; therefore, the discussion regarding the SPHA property to be given to the MCBOE will now be deferred to the March meeting.

**New Business:**

There was no new business to be discussed in the February meeting.

**Commission Reports, Comments, Questions:**

Director Lisa Cross discussed with the board that due to the bids that came in much higher than the Opinion of Probable Cost, the bids for the exterior renovations are being rejected and the project will be rebid, with a shorter time frame.

Director Cross also notified the board that she has been in discussion with our IT Mike Powers regarding the tablets that were requested by the board and that he is currently gathering prices and which tablets would be best for the board to use for security reasons.

Vice Chairman Shannon Duggar made a motion to ask that the Board allow all employees to be given a floating holiday for their birthdays, to be taken on their birthday or a day of their choice provided it has been approved. The motion to give employees a floating holiday for their birthday was seconded by Commissioner Lamar Jenkins. All were in favor- Aye and the motion was so ordered.

Lastly was the discussion to give the Historic Preservation Society a donation from the SPHA Management Fee account for the 150 year celebration for the City of South Pittsburg. Commissioner Lamar Jenkins made a motion to donate \$7500.00 from the SPHA Management Fee Account to the Historic Preservation Society for the City of South Pittsburg's 150 yr. celebration. Vice Chairman Shannon Duggar seconded the motion. All were in favor-Aye and the motion was so ordered. Lisa Cross stated that we would cut the check for that event at the beginning of the next fiscal year.

**Adjournment:**

After no further business to be brought before the board, Commissioner Delorah Starkey made a motion to adjourn the meeting. The motion was seconded by Vice Chairman Shannon Duggar. All were in favor and we stand adjourned.

Respectfully Submitted:

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Secretary

Approved by:

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Chairman

