**Meeting Minutes**

**Housing Authority of the City of Roswell Board of Commissioners**

**Regular Board Meeting via Zoom Conference System**

May 11, 2021 8:00 a.m.

**Present:** **Staff:**

Karen Parrish – Chair Beth Brown – Executive Director

Jack McGinnis – Commissioner Shanna Kennedy

Shenetra Gates – Resident Commissioner

William Christopher– Commissioner **Guest:**

Robert Kesler – Vice Chair Stewart Duggan

Eric Schumacher- Commissioner

**Absent:** None

There being a quorum present, Mrs. Karen Parrish called the meeting to order at 8:00 a.m.

Karen Parrish introduced William Christopher as a new Board member.

Stewart Duggan reviewed the process of RAD and Redevelopment and answered any questions.

Stewart Duggan proposed a Resolution to amend the Management Agreement between RHA and GHA to include Exhibit B which allows for a fee equal to 10% of the Developer Fee earned by RHA through the low income housing tax credit program.

E. Shumacher made a motion to defer the voting on the Resolution until the next board meeting. The motion died on the floor.

On Motion made by J. McGinnis and seconded by R. Kesler, the Resolution to amend GHA’s Management Agreement was approved subject to revising language to limit pre development expenses to a maximum of $5,000 per expense without Board Approval.

Ayes: J. McGinnis, S. Gates, R. Kesler

Nays: E. Schumacher

Absent: None

Abstention: William Christopher

**MINUTES**

Minutes from the last meeting from March 9, 2021 were presented for approval. On Motion made by S. Gates and seconded by E. Schumacher, the minutes were approved.

Ayes: J. McGinnis, S. Gates, E. Schumacher, R. Kesler

Nays: None

Absent: None

Abstention: W. Christopher

**FINANCIAL REPORTS**

Beth Brown reviewed the March financial statements for Pelfrey Pines, Myrtle Street and the Local Fund. Motion to approve the January financials was made by J. McGinnis and seconded by R. Kesler.

Ayes: J. McGinnis, S. Gates, E. Schumacher, R. Kesler, W. Christopher

Nays: None

Absent: None

**EXECUTIVE REPORT**

Beth Brown advised the Board that the RHA has hired a new full time maintenance technician.

Beth Brown advised the Board that the RHA will continue to enforce the lease and processing evictions for non-compliance. RHA continues to have issues with unauthorized guest living in units.

Beth Brown informed the Board that UPCS inspections were conducted by a third party inspection company. Pelfrey scored an 89%. All health and safety findings were corrected immediately.

Beth Brown advised the Board that weekly meeting are underway with Pennrose. The pre-application was submitted on March fifth. The final application is due May 21st. Resident meetings were held and general information notices were issued.

Karen Parrish informed the Board that meetings have been held with staff from the Drake House to update each agency on activities and plans. Karen continues to participate in the community meetings.

There being no further business Karen Parrish adjourned the meeting.

 Beth Brown

Secretary to the Board

 Roswell Housing Authority