**Meeting Minutes**

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

**Regular Board Meeting**

**199 Grove Way, Roswell, GA 30075**

December 13, 2022 12:00 p.m.

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

Karen Parrish – Chair (via Zoom) Beth Brown – Executive Director

Eric Schumacher - Commissioner

Shenetra Gates – Resident Commissioner **Guests:**

Donzell Jackson – Commissioner Amon Martin, Pennrose

Robert Kessler – Vice Chair Taylor Brown, Pennrose (via Teams)

John Griffith - Commissioner

**Absent:**

John Griffith - Commissioner

There being a quorum present, K. Parrish, Chairman called the meeting to order at 12:00 p.m.

**CHAIRMAN’S REPORT**

K. Parrish updated the Board on movement toward redevelopment application. She also updated the Board on her research regarding the history of the Roswell Housing Authority. The Board was given Commissioner Manuals to use as a reference and resources for learning about the Low Income Housing Tax Credit program and RAD. K. Parrish updated the Board on a meeting with the police department to get input and guidance on securing the building. The police committed to doing extra patrols while we vacate the building.

There was a discussion about Wells Fargo bank account that holds non-federal funds in two separate. B. Brown recommends that these accounts be closed out and moved to Renasant or Synovus Bank. There was a discussion about the potential for Renasant to call the existing construction loan. The senior building is collateral on that loan. K. Parrish believes that Renasant will not call the loan unless the building is demolished or if it takes an excessive amount of time to redevelop.

B. Brown explained that she made a request for HUD to allow RHA to use replacement reserves for paying off the debt. HUD rejected this request, however, they have suspended our requirement to do a monthly deposit to reserves.

**MINUTES**

Minutes from the October 11, 2022 meeting were presented for approval. On motion by R. Kessler and seconded by D. Jackson the minutes were approved with corrections.

Ayes: S. Gates, E. Schumacher, D. Jackson, Parrish, R. Kessler, J. Griffith

Nays: None

**FINANCIAL REPORTS**

September Financials were presented for review and were accepted on motion by D. Jackson and seconded by E. Schumacher.

Ayes: S. Gates, E. Schumacher, D. Jackson, Parrish, R. Kessler, J. Griffith

Nays: None

**EXECUTIVE SESSION**

R. Kessler made a motion to go into Executive Session, seconded by E. Schumacher.

Ayes: S. Gates, E. Schumacher, D. Jackson, Parrish, R. Kessler, J. Griffith

Nays: None

**EXECUTIVE REPORT**

B. Brown updated the Board on staffing, relocation and the software conversion. B. Brown also updated the Board on a meeting with the City Administrator, Assistant City Administrator and Director of Development.

There was a discussion about the security cameras and the potential for using flock cameras. There was a discussion regarding securing the senior building.

The Audit is scheduled for the week of January 9, 2023.

B. Brown explained that there was conflict for the January Board meeting. On motion by E. Schumacher and seconded by D. Jackson, January’s Board meeting has been cancelled.

**NEW BUSINESS**

Election of Officers:

K. Parrish updated the Board on her plans to remain on the Board through the end of the year.

K. Parrish was nominated for Chair by E. Schumacher, this nomination was seconded by J. Griffith.

Ayes: S. Gates, E. Schumacher, D. Jackson, Parrish, R. Kessler, J. Griffith

Nays: None

K. Parrish was unanimously elected Chair of the Roswell Housing Authority Board of Commissioners.

K. Parrish asked for if any members would be interested in the Vice Chair position. D. Jackson, E. Schumacher and J. Griffith indicated they had an interest. Each member gave a short summary of their qualifications. A discussion was had and a vote taken. E. Schumacher was unanimously elected Vice Chairman.

Beth Brown

Secretary to the Board

Roswell Housing Authority