

Alfred Caldwell Chairman  
Hugh Shaw Vice Chairman  
Patsy Davis  
Walter Bryson  
Hillard Gibbs  
Joan Robb  
Mary Ann White

Lori Mercer

Randolph Janes

---

## Waynesville Housing Authority

PO Box 418 · Waynesville NC 28786  
Phone: (828) 456-6377 · Fax: (828) 456-3377  
Waynesvilleho407@bellsouth.net

The regular monthly meeting of the Waynesville Housing Authority Board of Commissioners was held on Tuesday December 19, 2017, at 1:30 P.M., at the Waynesville Towers multipurpose room, the Board Chairman being in the chair and the Secretary being present. The minutes of the last meeting were sent prior for the board to review. The minutes were approved as correct.

The budget presented at previous meetings was determined not to be voted on by the auditors. The previous budget was approved as is.

The personnel committee was formed as requested at the August board meeting. The committee will include Chairman Alfred Caldwell, Vice Chairman Hugh Shaw and Commissioner Hillard Gibbs.

The board voted for Chairman and Vice Chairman after commissioners volunteered for the positions. Alfred Caldwell will remain the Board Chairman and Hugh Shaw will be the Vice Chairman. The new chairs were approved without debate.

The Profit and Loss reports were sent prior for the Board of Commissioners to review.

The new Smoking Policy was sent prior for the board to review. The policy was approved and adopted.

Previous tenants who left the Housing Authority owing money were sent prior for the board to review. The write offs were approved.

The Time Clock and Personnel policy need to be reviewed at the next board meeting with changes to holiday time paid by the authority.

The meeting was adjourned at 2:15 P.M.



Randolph Janes, Secretary



Alfred Caldwell, Board Chairman