

Minutes of the Waynesville Housing Authority Board of Commissioners
Virtual Meeting/ Regular Meeting
September 8, 2020

The Waynesville Housing Authority Board of Commissioners held a regular (virtual) meeting on Tuesday, September 8, 2020 at 3:30 p.m. in the activity room of The Tower, 65 Church Street, Waynesville NC.

A quorum was legally convened. Board Chairman Brian Cagle called the meeting to order at 3:32 p.m. with the following members participating:

Board Chairman Brian Cagle, Board Vice-Chairman H.P. Dykes, Commissioner Joan Robb, Commissioner Donald McGowan, Commissioner Georgette Morand, Commissioner Jamye Sheppard, Commissioner Sharon Cullins (Tardy), Commissioner Rob Roland (Tardy)

The following staff members were present:

Interim Executive Director Belinda Kahl

The minutes of the regular meeting for August 11, 2020 were forwarded to the board members prior for review. A motion was made by Commissioner Don McGowan, seconded by Commissioner Joan Robb, to adopt the minutes of the regular meeting on August 11, 2020 as amended. The motion passed unanimously.

The August financial reports were sent to the board members prior for board review. Commissioner H.P. Dykes discussed the review process and stated that there are no dramatic differences on the balance sheet and all variances are explained. There is nothing unexpected or unexplained. A motion was made by Commissioner H.P. Dykes, seconded by Commissioner Donald McGowan, to approve the August finance reports. The motion passed unanimously. Commissioner Rob Roland joined by conference call at 3:37 p.m.

Board Chairman Brian Cagle stated that the strategic planning has begun and that Aprio should be doing the interviews with the staff and members of the community.

The board tabled the Executive Director Search Committee.

Belinda Kahl discussed the FreshAir detectors. The office has sent back the detectors to FreshAir and will be getting a full refund as they were unable to work consistently during the trial period. The Tower has ordered a couple of detectors from the next contractor from the original bid, Aretas Sensor Networks, Inc. and will begin trials of that product once received.

The board discussed the items at Chestnut Park. Kirk has not moved forward with eminent domain at this time. A survey has been completed at the property. A motion was made by Commissioner Joan Robb, seconded by Commissioner Georgette Morand, to install a fence at Chestnut Park. The motion passed unanimously. Commissioner Sharon Cullins join by conference call at 3:40 p.m.

The revised budgets for Low-Income and the Tower for fiscal year ending September 30, 2020 were sent to the board members prior for review. A motion was made by Commissioner Donald McGowan,

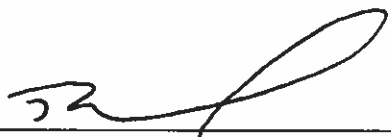
seconded by Commissioner Georgette Morand, to approve the revised budgets. The motion passed unanimously.

The tenant write-off of previous tenants was sent to the board members prior for review. Commissioner H.P. Dykes has asked for an aging receivable report periodically so the board can anticipate if there is a growing issue. A motion was made by Commissioner Joan Robb, seconded by Commissioner Georgette Morand, to write off the prior tenants. The motion passed unanimously.

Belinda Kahl gave an update of the WHA developments including having a physical needs assessment done for all buildings to determine all maintenance needed for the foreseeable future. The board discussed experience of the firm. A motion was made by Commissioner Donald McGowan, seconded by Commissioner Georgette Morand, to complete a physical needs assessment. The motion passed unanimously. The window bid changes (as a result from a new USDA representative) were discussed. A motion was made by Commissioner Joan Robb, seconded by Commissioner Donald McGowan, pending USDA approval the Tower will go ahead with the window and mold remediation. The motion passed unanimously.

The board discussed the playground located in Ninevah. It was suggested that Commissioner Jamye Sheppard as well as Belinda Kahl work with the playground contractor that Jamye used with Habitat for Humanity to gather information and structure suggestions.

With no further business the meeting was adjourned at 4:15 p.m.



Brian Cagle, Chairman



Belinda Kahl, Acting Secretary