

CITY

St. Mary's Housing Authority

Board Meeting June 20, 2018

CALL TO ORDER: 9:00 AM

Next Meeting: July 18, 2018

Members present: John Simecka, Dave Imming, Kay Lotridge, Joe Mulford

Absent: Bernard Fiedler

Review May minutes: Approved. Motion by Dave Imming; seconded by John Simecka

Financial Report: Approved as read. Motion by Dave, second by John.

Site Manager Report: Kay Lotridge reports she is learning how to do the job slowly. She has concerns about the MINC system and has appealed to Carol Roberts for help. There will be a new move-in on Saturday June 23. The next move-in will be on June 30th. She is using the new approved papers to update the files as recommended by the Rural Housing Authority. She has received the new site manager job description from John.

Maintenance Report: Mike reports cleaning air conditioner filters, repairing window screens, facets, kitchen sinks, closet doors, cleaning out vent fans in the bathrooms and replacing several outside lights. He mentioned his concerns about replacing door tracks in all the apartments the new flooring was installed in. Dave ill Call Mike Zemeck about this. He also asked permission to replace the dolly that is inadequate for the jobs he is doing.

John will revise the pay sheets we are currently using to more accurately reflect the net pay and the gross pay.

Renovations: They should be finished around the third week of August. Eight more units still need the new bathroom cabinet installed. Several of these will be done this Saturday.

Old business: Discussion of outside lights being replaced in Walnut one as the old lights are rusting out and falling to the ground. Mike Schibler has been asked to do an estimate for us.

Jere Miller Grant: We have received \$16,000 to replace the countertops, sinks and garbage disposals in Walnut One. We will recycle anything that is reusable. This is to occur before the end of summer.

Next Meeting is July 18,2018. Meeting adjourned at 10:05 am.