

Harlem Housing Authority Board of Commissioners

Meeting Minutes

October 6, 2021

The Harlem Housing Authority Board of Commissioners meeting was called to order at 6:03 p.m. at the Harlem Library located at 145 N. Louisville Street, Harlem, Georgia. The respective members of the Board of Commissioners were called to order as stipulated under the bylaws. The following commissioners were present: Al Harris, Lee Ann Meyer, James Thomas, Jr., and Amanda Ham. Also present were Lizzy, Occupancy Manager and Glenn Hayes, Maintenance Director.

Mr. Hayes opened the meeting with a prayer.

Commissioner Meyer made a motion to approve the agenda and Commissioner Thomas seconded that motion.

The first item on the agenda were staff reports. Mr. Hayes, the maintenance director gave a brief update for his department. He stated that we would be moving from REAC to INSPIRE and the next inspection for Harlem would be around March 31st. Harlem's current REAC score is a 99 but as of right now due to COVID we would score in the high 80s. Due to new guideline with INSPIRE all units will be required to have a smoke detector in every bedroom and Carbon dioxide detector in each unit. Harlem also has erosion issues and peeling paint that need to be dealt with before the next inspection. Overall Harlem is in good shape but would take 6-8 months to get us back to having a 90s score. Glenn also let us know that all painting, cleaning of units, and groundwork are contracted out. The current grounds company is not keeping up the grounds as they should. Glenn will be going to INSPIRE training.

Ms. Lizzy, the occupancy manager gave us a brief update on her department. Harlem has 44 units. In the past 5 years there has been an average turnover of 5 units per year. The waitlist on housing is still closed but should open back up in the next couple of months. When the application process opens back up, Lizzy will easily get 6 application within a 4 hour time frame due to the fact that we serve all of Columbia County. Sometimes the wait list for a unit can be 8 years. Applicants are supposed to call and check on the status of their application every 3 months. If the applicant does not follow through then their application is purged. The online application is still down. Lizzy may try and use word press to integrate the application on the website but would need to make sure it would be secure to do this.

Mr. Harris gave us a quick update on the Finances and Glenn let us know that 3 of the 4 audit items were finalized.

Ms. Dell Gray was not able to attend from Resident Services so no update was given.

The next item on the agenda was COVID 19 protocol. Commissioner Harris gave us some informational resources from HUD on COVID 19 protocol.

Commissioner Meyer made a motion to go into executive session and seconded by Commissioner Thomas. The Harlem Housing Authority Board of Commissioners meeting was adjourned at 6:47 p.m. with no opposition.

Commissioner Ham made the motion that Chairman Harris be directed to execute an affidavit, as called for by Georgia Law, affirming that no subject was discussed during executive session which violated the open meeting law of the State of Georgia and Commissioner Meyer seconded the motion. The motion was passed with no opposition.

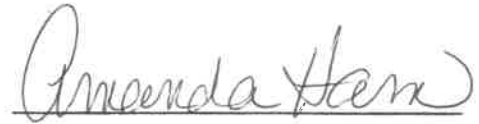
There being no further business before the board, Commissioner Meyer made the motion to adjourn the meeting and Commissioner Thomas seconded the motion. The meeting adjourned at 7:38 p.m.

After executive session, Commissioner Meyer made a motion that Chairman Harris be able to research legal fees for the Harlem Housing Authority. Commissioner Ham seconded the motion and it was agreed upon with all members of the Harlem Housing Authority Board of Commissioners. The meeting adjourned at 7:43 p.m.

Respectfully Submitted,



Al Harris, Chairman



Amanda Ham, Vice-Chairman