

Hillsdale Housing Commission
45 N. West Street Hillsdale, MI 49242
Phone: (517) 439-1210 Fax: (517) 439-9577 Web: www.hillsdalehousing.org

Minutes – Regular Board Meeting

Wednesday 11/16/2022

1. Call to Order:

Dennis Wainscott, Commissioner Chairman, called the meeting to order at 8:35am

2. Roll Call

Commissioners:

Dennis Wainscott, Barbara Hamdan, Julie Boyce

Absent: Mike Prince, Clint Brugger

Staff:

Executive Director: Amy Slade

Maintenance Supervisor: Paul Scriptor

Administrative Assistant: Tiffany Hall

Additional Present:

Kathryn Stout – Resident Apt. 415

Shirley Lopez – Resident Apt. 106

Kathryn Holden – Resident Apt. 109

Charles Sharp – Resident Apt. 112

Mary Lyon – Resident Apt. 213

Kelly LoPresto - City of Hillsdale

1. Additions to Agenda:

2. Minutes from September Meeting:

Commissioners Julie Boyce made a motion to accept September minutes; and a second by Commissioner Barbara Hamdan. All present Commissioners voted and approved the September minutes.

3. Maintenance Supervisor's November Report

Commissioner Julie Boyce made a motion to accept the maintenance report; and a second by Barbara Hamdan. Commissioners voted and approved the maintenance report.

- Unit turn complete 106 and 101
- Unit turn in progress 402

Executive Director's Report (see attached report)

HUD Reports: Financial Highlights

Credit card Expenditures:

Meeting Supplies:	\$ 0.00
Maint. Supplies:	\$4552.42
Postage Supplies:	\$ 180.00
Invoices – Trash/Phone:	\$3457.47
Intuit Payroll:	\$ 174.00
Total:	\$8363.89

Funding: Received \$25,141.00 for Operating Fund - July, Aug. Sep.

- **Internal Operations:**

MOVE-INS: 0 (see attached report)
 Vacancy History Report: (see attached report)
 VACANCIES: 0
 Current Move-Out Notices: 0
 Current Waiting List Report as listed below:

1 BEDROOM

Elderly/Disabled: 20
 Near Elderly: 6
 Other: 6

2 BEDROOMS: 9

- Community Networking

- **Request for Board Action:**

PROJECTS COMPLETED:

- **Pending Projects:**

- **NEW PROJECTS:**
- **Resident Activities:**
 - **Bingo**

Commissioner Julie Boyce made a motion to accept the November Executive Director's Report; and a second by Barbara Hamdan. All present Commissioners voted and approved the Executive Director's Report.

- **New Business:**
- **Unfinished Business:**
 - We have one more washer and dryer in laundry room.
- **Residents and Visitors with Commission Business:**
 - Kelly, Christmas in the City Dec. 3. And New Year Eve Bash Dec. 31.
 - Shirley Lopez, Apt. 106, Do we have to move our cars from the Elks parking lot? No
- **Adjournment:**

A Motion was made by Commissioner Julie Boyce, to adjourn meeting, a second from Barbara Hamdan, all Commissioners present approved.

The meeting was adjourned at 8:50 am.

X _____
Dennis Wainscott
Chairman

X _____
Amy Slade
Executive Director