



**A REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF THE COMMERCE HOUSING AUTHORITY, WAS HELD ON
TUESDAY, AUGUST 24, 2021.**

The Commissioners of The Commerce Housing Authority of Commerce, Georgia, met for a Regular meeting at the Commerce Housing Authority Main Office, at 8:30 a.m. on Tuesday, August 24, 2021.

The meeting was called to order at 8:30 a.m. by the Chairman. Those present and absent were recorded as follows:

Present: Archie Chaney
Stella Strickland
Melissa Morris
Linda Potts

Staff: Shanna Kennedy
Hilda Cardenas

Absent: Trey Spear

There being a quorum present, Ms. Melissa Morris called the meeting to order at 8:30 a.m.

MINUTES

Minutes from the last meeting of July 27, 2021 were presented for approval. On Motion made by A. Chaney and seconded by M. Morris, the minutes were approved.

Ayes: A. Chaney, S. Strickland, M. Morris, L. Potts

Nays: None

Absent: T. Spear

FINANCIAL REPORT

Hilda Cardenas reviewed the financials for July 2021 with the Board. The financials were approved on motion made by A. Chaney and seconded by M. Morris, L. Potts

Ayes: A. Chaney, S. Strickland, M. Morris, L. Potts

Nays: None

Absent: T. Spear

SECRETARY REPORT

Hilda Cardenas informed the Board that GHA staff is currently working on a newsletter for all residents in Commerce HA.

Hilda Cardenas advised the Board that the GHA staff has reached out to the Commerce City Manager and to the Police Chief. We are currently waiting for a response.

Hilda Cardenas informed the Board that GHA staff has still been onsite reviewing tenant files. We continue to work on recertification to get the tenant files in compliance. Tenant interviews are 95% completed.

Hilda Cardenas also informed the Board that GHA has completed the housekeeping and grounds inspections throughout the property.

Hilda Cardenas informed the Board that maintenance continues to work on units with deficiencies. We have brought in a maintenance temp to ensure maintenance is being addressed.

NEW BUSINESS

On motion made by L. Potts and seconded by A. Chaney, the check cutting procedure was approved.

Ayes: A. Chaney, S. Strickland, M. Morris, L. Potts

Nays: None

Absent: T. Spear

On motion made by L. Potts and seconded by A. Chaney the Budget Procedure was approved.

Ayes: A. Chaney, S. Strickland, M. Morris, L. Potts

Nays: None

Absent: T. Spear

There being no further business, on motion made by L. Potts and seconded by M. Morris, the meeting was adjourned and moved into Executive Session to discuss a personnel matter.

There being no further business, on Motion made by A. Chaney and seconded by M. Morris, the meeting was adjourned.

SEAL

ATTEST:

Secretary to the Board:
Beth Brown, Executive Director