



# The Housing Authority Of The City of Commerce, GA

## **A REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF THE COMMERCE HOUSING AUTHORITY, WAS HELD ON TUESDAY, MARCH 28, 2023.**

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, March 28, 2023.

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

**Present:** Linda Potts  
Melissa Morris  
Stella Strickland

**Staff:** Beth Brown  
Kim Anderson

**Absent:** Tre Spear

**Visitors:** None

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

### **MINUTES**

Minutes from the last meeting of December 6, 2022 were presented for approval. On Motion made by L. Potts and seconded by S. Strickland, the minutes were approved.

Ayes: L. Potts, S. Strickland

Nays: None

Absent: T. Spear

### **FINANCIAL REPORT**

Beth Brown reviewed the January 2023 financials with the Board. On motion made by L. Potts and seconded by S. Strickland, the January financials were accepted as presented.

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

Nays: None

Absent: T. Spear

### **SECRETARY REPORT**

We are currently looking for a new maintenance technician. Marshall is no longer with us. Gainesville has been providing help from one of our maintenance guys for emergencies. The Board approved CHA entering into a contract

with Mike's Heating and Air to provide routine maintenance services for a flat monthly fee. After-hours calls will be handled by GHA employees.

The Commerce Credit Card was cancelled, and we received a new debit card. All previous employees have been removed from the account.

The City is willing to let CHA improve the basketball court and playground at Belview. We will continue to assess the project.

The software conversion is mostly completed and is operational.

We will be working on major updates to Bellview as units become vacant. We have started the installation of the new HVAC units at Belview. We hope to have all the units replaced by the end of May.

We are starting to gather information for the audit that we anticipate beginning in a few weeks.

### **NEW BUSINESS**

On motion made by M. Morris and seconded by L. Potts the Board agreed to renew the Authority's investment CD.

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

Nays: None

Absent: T. Spear

There being no further business, on motion made by M. Morris and seconded by L. Potts, the meeting was adjourned.

SEAL

ATTEST:

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Secretary to the Board:

Beth Brown, Executive Director