

The Board of Commissioners of the South Pittsburg Housing Authority met for a regularly scheduled meeting at 4:30 p.m. on Monday, November 18, 2024 at the office of the South Pittsburg Housing Authority.

Chairman Mary Faye Payne chaired the Board and called the meeting to order with the following members present:

Mary Faye Payne, Chairman  
Shannon Duggar; Vice Chairman  
Delorah Starkey, Commissioner (absent)  
Lamar Jenkins, Commissioner  
Jane Pellam, Commissioner

Also present was Executive Director, Lisa Cross.

The Chairman declared a quorum present and the meeting was open for business.

Chairman Mary Faye Payne called for a motion to approve the meeting agenda. Commissioner Lamar Jenkins made a motion to approve the board agenda for the November 18, 2024 meeting. The motion was seconded by Vice Chairman Shannon Duggar. All were in favor of approving the board agenda and the motion carried.

Chairman Mary Faye Payne acknowledged that the meeting minutes for both August 2024 and Special Called meeting in September 2024 were approved via proxy.

Chairman Mary Faye Payne called for a motion to approve the financials for August 2024 and September 2024. Commissioner Jane Pellam made a motion to approve the August and September 2024 financials. The motion to approve the August and September financials was seconded by Commissioner Lamar Jenkins. All were in favor of approving the financials and the motion carried.

Chairman Mary Faye Payne called for a motion to approve the October 2024 financials. Commissioner Lamar Jenkins made a motion to approve the October 2024 financials. The motion was seconded by Vice Chairman Shannon Duggar. All were in favor of approving October financials and the motion carried.

**Unfinished Business:**

There was no unfinished business to be discussed at the November meeting.

**New Business:**

There were a couple of items to be discussed under new business. The first item under new business adoption of Resolution 1000: Amend the Maintenance Charge List as read:

**RESOLUTION NO.: 1000**

**A RESOLUTION TO CHARGE FOR THE SOUTH PITTSBURG HOUSING AUTHORITY TO AMEND THE MAINTENANCE CHARGE LIST.**

BE IT RESOLVED by the Board of Commissioners of the South Pittsburg Housing Authority that the following changes be made to the Maintenance Charge list effective January 1, 2025:

*Court Cost from \$ 144.50 to \$ 154.50 per Marion County Clerk charge increasing by \$ 10.00*

Commissioner Lamar Jenkins made a motion to adopt Resolution 1000: A Resolution to amend the Maintenance charge list effective January 1, 2025. The motion to adopt Resolution 1000 was seconded by Commissioner Jane Pellam. All were in favor of adopting Resolution 1000 and it was so moved.

THEREFORE, BE IT RESOLVED by the Board of Commissioners of the South Pittsburg Housing Authority that the above-mentioned Maintenance charge list be amended effective January 1, 2025.

The second item under new business was the approval of a \$ 400k CD based on bids received. Lisa Cross stated that she received 2 bids (on time) from Tower Community Bank and Builtwell Bank and 1 bid received late from Citizens Tri County Bank. After reviewing the bids, Lisa Cross stated that the best rate was from Tower Community Bank for 4.55% APR or 4.47% for a 6-month CD. Commissioner Lamar Jenkins made a motion to approve a \$400k CD to be given to Tower Community Bank. The motion was seconded by Vice Chairman Shannon Duggar. All were in favor-Aye and the motion was so ordered.

**Commission Reports, Comments, Questions:**

Director Cross notified the board about the road repairs on 3<sup>rd</sup> Street, updating on the Construction, and the need to replace a couple of the maintenance trucks in the near future.

Chairman Mary Faye Payne discussed an employee bonus as a Thanksgiving/Christmas bonus from the Management Fee account. In addition, Vice Chairman also asked that our office cleaner, Thelma Hutchins, also get a bonus. Commissioner Jane Pellam made a motion for Thelma Hutchins to get a \$ 500 bonus. The motion was seconded by Commissioner Lamar Jenkins. Regarding the employees' bonus, Chairman Mary Faye Payne suggested that employees receive a \$ 1500 bonus. Commissioner Lamar Jenkins made a motion to give the employees a \$ 1500 bonus from the Management Fee Account. The motion was seconded by Commissioner Jane Pellam. All were in favor-Aye and the motion was so ordered.

**Adjournment:**

After no further business to be brought before the board, Vice Chairman Shannon Duggar made a motion to adjourn the meeting. The motion was seconded by Chairman Mary Faye Payne. All were in favor and we stand adjourned.

Respectfully Submitted:

Approved by:

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Secretary

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Chairman