

**SHELBY METROPOLITAN HOUSING AUTHORITY  
BOARD OF COMMISSIONERS MEETING**

**January 27, 2025**

**1. Roll Call.**

Chairman James Frye called the meeting to order. Present upon roll call were Chairman James Frye, Board Members Frank Mariano and Dmitri Williams. Vice-Chairman Jan Geuy and Board Member Amy Klingler were excused. Quorum was noted. Executive Director Laura Werner and Beth Marchal Finance Director were also present. The regular scheduled meeting was called to order at 12:12 p.m.

**2. Approval of November 2024 Board Meeting Minutes.**

No concerns voiced. Dmitri Williams made a motion to approve the minutes. Frank Mariano seconded. All ayes heard. Motion carried.

**3. Approval of November 2024 Financial Report.**

No questions or concerns. Frank Mariano made a motion to approve the Financial Report. Dmitri Williams seconded the motion. All ayes heard. Motion carried.

**4. Approval of December 2024 Financial Report.**

No questions or concerns. Dmitri Williams made a motion to approve December Financial Report. Frank Mariano seconded the motion. All ayes heard. Motion carried.

**5. Directors Report**

Director Werner reviewed the report that the board members received. 126 Section 8 applications. 223 receiving Housing Assistance Payments. VASH remains leased at 12. Public Housing has a few vacancies. One at each complex except Jackson Towers.

**6. Old Business**

**A. Complex/Maintenance Update**

Director Werner stated she is still working with Nitro on the storm damage. The final walk through is scheduled for Wednesday. The Housing Authority will have to pay for some of the costs of the damages that the insurance company did not pay.

According to Sollmann Electric, the generator for Jackson Towers was supposed to be shipped on January 25, 2025. Sollmann has been at Jackson Towers getting prepared.

A large order was placed for maintenance supplies at the beginning of January. This should cut down on going to Ace Hardware or Lowe's daily.

Director Werner told members that a resident at Jackson Towers has started working and getting a Stipend. The tenant is doing light cleaning and sweeping of the common areas. The money received by the tenant will not count as income so it will not count towards their rent.

**7. New Business.**

**A. Uncollectables**

Director Werner handed out the 2024 uncollectables report. Director Werner explained that the \$44,318.72 is broken down by each tenant and then by rent and rehabs. There were two residents that the Housing Authority was trying to work with and they moved and left high balances. Five families moved

with big rehab charges. Director Werner said she has put some measures into play to try to alleviate high balances. Promissory notes will no longer be signed with a tenant if they cannot pay the balance owed in the current month and the Maintenance Department is going to be reporting damages when they see them so repairs can be made while tenants are residing in the unit and can be charged. Frank Mariano made motion to approve the report, Dmitri Williams seconded. All ayes heard. Motion carried.

**B. Hilltop Storage Room**

Jim Daniel used to have church at Hilltop Community Room many years ago. It has been at least 15 years. Director Werner explained that the Housing Authority needs use of this area. A letter has been sent giving him until March 1, 2025 to get the items from the storage room.

**8. Adjournment.**

Dmitri Williams moved to adjourn. Frank Mariano seconded. All in favor. Motion carried. Meeting adjourned at 12:37 p.m.

Submitted by Beth Marchal, Finance Director

Approved and Validated

---

Laura Werner, Executive Director

---

James Frye, Chairman of the Board