

Bloomington Housing Authority

Board Meeting Minutes

January 25th, 2024

I. Call to Order

Chair Elaine Amerson called to order the regular meeting of the **Bloomington Housing Authority Board of Commissioners** at **8:30 A.M. on Thursday, January 25th, 2024**, in person at the BHA Community Room, located at 1007 N Summit St., Bloomington, IN 47404.

II. Roll Call

Those present in person were: Chair Elaine Amerson; Vice Chair Sherry Clay; Commissioners Mary Morgan, Tracee Lutes, Sue Wanzer, Jerry Cravens, and Nordia McNish; Capital Assets Manager Rhonda Moore, Director of Real Estate Nathan Ferreira, Director of Finance Dhara Patel, HCV Supervisor Daniel Harmon, Housing Stability Coordinator Jessica Craig, ROSS Coordinator Heidi Flynn and Administrative Assistant Ashley Spradley.

Virtual Attendance: Executive Director Kate Gazunis

III. Approval of Minutes from the Last Meeting

A motion was made to approve the amended board meeting minutes for November 30th, 2023, by Jerry Cravens and Sherry Clay. All were in favor. None opposed. Motion approved.

IV. Financial Statements

1. Finance Manager, Dhara Patel gave a brief overview of the December 2023 Financial Statements which included revenue and expenditures for Bloomington RAD I (Reverend Butler and Walnut Woods), Bloomington RAD II (Crestmont), the Housing Choice Voucher Program (HCVP), and the Central Office Cost Center (COCC). She states that December was the 3rd month of the fiscal year for HCV and COCC and the last month for RAD I and II.

Finance Director Dhara Patel stated that we received a RAD relocation reimbursement from Brinshore for RAD II.

Commissioner Trace Lutes asked who the Urlaubs were. Dhara explained that they are the BHA's fee accountants. Dhara said they were mentioned because we receive

repositioning fees for RAD II in the COCC and we are waiting on the Urlaubs to advise us how to move the money from the COCC to RAD II.

2. HUD Audit correspondence

Commissioner Chair Elaine Amerson asked if there were any questions related to this material. There were not.

V. New Business/Resolutions

1. Resolution 2024-01 Revised 2024 Budget

Commissioner Chair Elaine Amerson says we need to send this resolution to HUD regarding the budget.

Commissioner Sue Wanzer asked if this was done every year. Commissioner Mary Morgan asked why the budget was amended. Director of Finance Dhara Patel says HUD refused the budget after it was originally sent. She says that HUD wants FSS separated from the HAP payments. Mary asks if we have seen the amended budget, Dhara says not yet.

A motion was made to approve Resolution 2024-01 by Sherry Clay and Jerry Cravens. All were in favor. None opposed. Motion approved.

2. 2024 Board Meeting Dates

Commissioner Chair Elaine Amerson states that the board has received all of the board dates for 2024. She says it has been proposed to have the November board meeting on November 21st, the Thursday before Thanksgiving, or the week after Thanksgiving on December 5th.

Commissioner Jerry Cravens asked to have the meeting on November 21st.

A motion was made to have the November 2024 board meeting on November 21st, 2024 by Jerry Cravens and Sue Wanzer. All were in favor. None opposed. Motion approved.

3. NAHRO Advocacy

Commissioner Chair Elaine Amerson stated that Commissioner Sue Wanzer has a new role within NAHRO and asked her to tell us about it. Sue says that NAHRO is asking that we become more involved legislatively. They are suggesting that we write to our congressman and the President. We would be asking to support housing and community developments in FY 2024. Sue says if you are interested, they will send you a link that you can click on, sign the form, edit it if need be, and send it back. Sue suggested that Kate send the link to everyone.

Elaine Amerson says Executive Director Kate Gazunis has arranged for four members of the board to attend the Nelrod training in April. She says that if anyone else wants to attend, they need to get in contact with Kate.

VI. Old Business

1. Asset Management Report

Capital Assets Manager, Rhonda Moore, gave the following updates to the Board: Rhonda says that BCM has made progress on cleaning up the site as the weather allows. She stated the parking lot has been poured but is not open until the weather permits the striping to be done and that have an occupancy permit for the community building. Rhonda invited the board members to see the building after the meeting. Rhonda says she attached the RAD building schedule and asked if the board would like to see that in the future. Elaine stated it was helpful.

VII. Director's Report

1. Development Updates

Commissioner Chair Elaine Amerson advised the board that they have had a chance to review the report. She asked Housing Stability Coordinator Jessica Craig to discuss the Landlord Risk Mitigation Program.

Housing Stability Coordinator Jessica Craig stated that in February she will begin interviews for a BSW intern. She hopes this will allow her to expand some of her engagement services.

She says HUD identified the BHA as one of the best agencies in the states in regard to landlord engagement. We were also selected by Prosperity Indiana to present in April on our landlord engagement practices.

ROSS Coordinator Heidi Flynn spoke with the President of the Bloomington Health Foundation Michelle Gilchrist. She says that Michelle liked Heidi's proposal but offered suggestions like making Rukus a full-time employee for the shuttle instead of part-time and then maybe getting another assistant. She wanted to clarify that medical appointments will not be possible in the van. She says non-medical appointments are fine. Heidi says that Michelle will be reaching out to Curry because the van is not wheelchair accessible.

2. Staff Updates

Commissioner Chair Elaine Amerson mentioned that what Rukus is doing is very important. She also mentioned that the work that Director of Real Estate Nathan Ferreira is doing with the homes from Clear Creek is great. She says that Brittany Willis has moved from FSS 1 to FSS II. She congratulated Julia and Shawna on getting the RAD units filled over the holidays. She added that Jessica's work has been great as well.

Commissioner Chair Elaine Amerson asked if there were any other questions. Commissioner Mary Morgan asked about the dates for the strategic planning sessions. Kate says that Sara Peterson will be in touch with each board member before the end of the month to coordinate planning sessions.

Executive Director Kate says that the BHA has kicked off the fair housing training sessions. She says these trainings are being recorded for future employees to watch as they onboard.

VIII. Adjournment

A motion to adjourn was made by Tracee Lutes and seconded by Sue Wanzer. The meeting adjourned at 9:05 a.m.

Respectfully submitted by: Ashley Spradley, Administrative Assistant.
Approved by: Kate Gazunis, Executive Director