

Bloomington Housing Authority

Board Meeting Minutes

October 24, 2024

I. Call to Order

Chair Elaine Amerson called to order the regular meeting of the **Bloomington Housing Authority Board of Commissioners** at **8:40 a.m. on Thursday, October 24, 2024**, in person at the Lindsey A. Smith Community Center, located at 1002 N Summit St., Bloomington, IN 47404.

II. Roll Call

Those present in person were: Chair Elaine Amerson, Vice Chair Sherry Clay, Commissioners Mary Morgan, Jerry Cravens, Tracee Lutes, and Sue Wanzer; Executive Director Kate Gazunis, Capital Assets Manager Rhonda Moore, Director of Real Estate Nathan Ferreira, Housing Stability Coordinator Jessica Craig, ROSS Coordinator Rukus Harris, and Director of Finance Dhara Patel

Absent: Commissioner Nordia McNish

III. Approval of Minutes from the Last Meeting

Commissioner Lutes moved to approve the September 17, 2024, special board meeting minutes, and Commissioner Clay seconded it. All were in favor, and none opposed. The motion was approved.

Commissioner Morgan moved to approve the October 1, 2024, board meeting minutes, and Commissioner Cravens seconded it. All were in favor, and none opposed. The motion was approved. (Note: The regularly scheduled September 26 meeting was postponed until October 1 due to a training conflict for staff and some commissioners.)

IV. Financial Statements

1. Finance Manager Dhara Patel provided written Financial Statements for September 2024, 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).

Chair Amerson stated that Finance Director Patel's new color coding on the financial report made the numbers very easy to read and follow. Patel explained a HUD HCV reimbursement has substantially improved the HCV budget, but that we had not yet received the anticipated HAP shortfall. ED Gazunis stated that HUD had announced a \$1,727,960 additional HAP but that we hadn't received it yet. She noted that this would

leave BHA an estimated \$70k short by the end of the year and that she would ask for that money to be awarded in December.

Commissioner Wanzer moved to accept the financials subject to audit, and Commissioner Clay seconded the motion. All were in favor, and none opposed. The motion was approved.

V. New Business

1. Consideration of a new meeting date and time for 2025.

Chair Amerson explained that the current Board of Commissioner schedule conflicts with the City of Bloomington's cabinet meetings and meant that the Executive Director could not attend. She asked if the commissioners would consider changing the meeting day to Tuesday or Wednesday. After a brief discussion, the Tuesday of the fourth week of the month at 8:30 was chosen as the meeting date and time for 2025. Staff was instructed to publicize this change in its social media.

Commissioner Clay moved to set the meeting calendar for 2025 to the fourth Tuesday of every month beginning January 2025, and Commissioner Lutes seconded the motion. All were in favor, and none opposed. The motion was approved.

VI. Old Business

1. Asset Management Report

Capital Assets Manager Rhonda Moore presented the update on the internet, stating that Comcast was removing its overhead poles. She stated that she would continue to conduct inspections on the Crestmont exteriors and grounds. She announced that the City of Bloomington's MOU for installing solar panels at Crestmont was complete and that she would be issuing an RFP for their installation, which should be in January. She also stated that renovations to the Admin building would be starting soon. Finance Director Patel explained that the admin building renovations would be paid from repositioning fees paid to the BHA from HUD.

2. Update on Executive Director Recruitment

Chair Amerson announced that Nathan Ferreira, the BHA Director of Real Estate, had accepted the offer to become BHA's next Executive Director and would start that new role on December 16.

Commissioner Clay moved to approve **BHA Resolution 2024-12 Executive Director Employment Agreement**, and Commissioner Lutes seconded the motion. All were in favor, and none opposed. The motion was approved.

VII. Director's Report

The commissioners did not have any questions about the Director's Report that they had received on Friday, October 18.

1. Staff Updates

ED Gazunis stated that she did not include the staff update in the written Director's report because she did not want to announce the selection of the new Executive Director before the Commissioners acted to approve his employment agreement. She asked the Board to acknowledge the efforts of the lease-up team of Shawntella Fries, Janice Price, and Julia Kerr to achieve over 94% occupancy before the end of September. By accomplishing this, BHA and Brinshore can convert to permanent financing for Crestmont in January 2024. She told the commissioners that the efforts of the maintenance staff to turn over vacated units to ensure this high occupancy number was appreciated, too. Gazunis also announced that three staff, Janice Price, Jenna Donlan, and George Snyder, had either recently married or were getting married later this month and that staff had organized a shower for Megan Choate, who would welcome a new baby before the end of this year.

Commissioner Clay moved to give a Certificate of Commendation to the lease-up team of Price, Kerr, and Fries for their efforts to achieve such high occupancy numbers so quickly, and Commissioner Wanzer seconded the motion. All were in favor, and none opposed. The motion was approved.

VIII. Adjournment

Commissioner Clay made a motion to adjourn, and Commissioner Wanzer seconded the motion. All were in favor. None opposed. Motion approved. The meeting adjourned at 9:23 a.m.

Respectfully submitted by: Kate Gazunis, Executive Director
Approved by: