

Hillsdale Housing Commission  
45 N. West Street Hillsdale, MI 49242  
Phone: (517) 439-1210 Fax: (517) 439-9577 Web: www.hillsdalehousing.org

## **Minutes – Regular Board Meeting**

**Wednesday 01/19/2022**

### **1. Call to Order:**

Dennis Wainscott, Commissioner Chairman, called the meeting to order at 8:30am

### **2. Roll Call**

#### **Commissioners:**

Dennis Wainscott, Barbara Hamdan, Clint Brugger, Julie Boyce, Mike Prince

#### **Absent:**

#### **Staff:**

Executive Director: Amy Slade  
Maintenance Supervisor: Paul Scriptor  
Administrative Assistant: Tiffany Hall

#### **Additional Present:**

Kelly LoPresto - City of Hillsdale  
Shirley Lopez – Resident Apt. 402  
Verlo Cool – Resident Apt. 101  
Shelly Bentley – Resident Apt. 401  
Joanne Adair – Resident Apt. 108  
David Knowles – Resident Apt. 105

### **3. Additions to Agenda:**

### **4. Minutes from September Meeting:**

Commissioners Clint Brugger made a motion to accept September minutes; and a second by Commissioner Barbara Hamdan. All present Commissioners voted and approved the September minutes.

5. **Maintenance Supervisor's November Report** (see attached report)

Commissioner Clint Brugger made a motion to accept the maintenance report; and a second by Julie Boyce. Commissioners voted and approved the maintenance report.

- Unit 301 Turnover Complete
- 100 % Unit Inspections Completed
- M and S Concrete/Construction completed concrete work and repaired brick work

**Executive Director's Report** (see attached report)

**HUD Reports: Financial Highlights**

**Credit card Expenditures:**

Meeting Supplies:	\$ 3.06
Maint. Supplies:	\$1131.54
Postage Supplies:	\$ 20.45
Invoices – Trash/Phone:	\$1224.68
Intuit Payroll:	\$ 114.00
<b>Total:</b>	<b>\$2493.73</b>

**Funding:** Received \$20,000 for August and September Operating Fund

• **Internal Operations:**

MOVE-INS: 0 (see attached report)

Vacancy History Report: (see attached report)

VACANCIES: 0

Current Move-Out Notices: 0

Current Waiting List Report as listed below:

**1 BEDROOM**

Elderly/Disabled: 15

Near Elderly: 2

Other: 5

**2 BEDROOMS:** 7

• **Community Networking**

• **Request for Board Action:**

**PROJECTS COMPLETED:**

- **Pending Projects:**

- **NEW PROJECTS:**
- **Resident Activities:**

**No Activities – Covid - 19**

Commissioner Clint Brugger made a motion to accept the November Executive Director's Report; and a second by Julie Boyce. All present Commissioners voted and approved the Executive Director's Report.

- **New Business:**
- **Unfinished Business:**
- **Residents and Visitors with Commission Business:**
  - Joanne Adair: Talking about how slow/bad the mail system is, but everything else is great here.
  - Shirley Lopez: Getting more Cameras? We have a couple bids still in progress
- **Adjournment:**

A Motion was made by Commissioner Chairman, Julie Boyce, to adjourn meeting, a second from Clint Brugger, all Commissioners present approved.

The meeting was adjourned at 8:52 am.

**X** \_\_\_\_\_  
**Dennis Wainscott**  
**Chairman**

**X** \_\_\_\_\_  
**Amy Slade**  
**Executive Director**