

**THE BOARD OF COMMISSIONERS OF THE
HOUSING AUTHORITY OF LINCOLN COUNTY**

July 18, 2023

The Board of Commissioners of the Housing Authority of Lincoln County met for its regular session at the Conference Room of the Oceanspray Family Center, Housing Authority of Lincoln County, 1039 NW Nye Street, Newport. The meeting was called to order at 12:03 pm by Chair Bassingthwaite. Upon roll call the following were:

Present: James Bassingthwaite, Chair
Larry Henson, Commissioner (attending via phone)
Shannon Montgomery, Commissioner
Mitch Parsons, Commissioner
Karen Rockwell, Executive Director/Secretary (ex-officio)
Kyla Sellers, Executive Assistant

Absent: Niesa Chastain, Commissioner

Minutes of the June 20, 2023, HALC Board meeting were reviewed. Chair Bassingthwaite noted an error with the Minutes of the June 20th Board Meeting. The Minutes, incorrectly, stated Executive Assistant, Kyla Sellers as Ex Officio. With correction of the June Minutes Commissioner Parsons made motion to approve the June Minutes. Second to the motion was made by Commissioner Montgomery. Motion carried.

Financial Report

The Budget Vs. Actual report ending May 2023 was distributed. The report was reviewed and discussed. Commissioner Parsons made motion to approve the financial report. Second to the motion was made by Commissioner, Montgomery. Motion carried.

Agency Waiting List/Occupancy Report

The vacancy, unit turnover and waiting list report was distributed and reviewed.

Executive Director Rockwell informed the Board that, for Section 8 to remain in compliance with HUD standards of Rent Reasonableness, expanded policies must be adopted. The distributed Expanded Policy & Procedures for Section 8 Administrative Plan for Rent Reasonableness were reviewed. Executive Director Rockwell presented Resolution #1110 – Rent Reasonableness Policy Change. Commissioner Montgomery made motion to adopt the Expanded Policy & Procedures for Section 8 Administrative Plan for Rent Reasonableness. Second to the motion was made by Commissioner Parsons. Motion Carried.

Executive Director Update

Executive Director Rockwell informed the Board of the latest events of the Housing Authority. Regarding operational items of note, Executive Director Rockwell presented Resolution #1109 –

request to dispose of equipment. Commissioner Parsons made motion to approve the resolution. Second to the motion was made by Commissioner Montgomery. Motion carried. The Board discussed the need for a new policy on the disposal of equipment. The Executive Director informed the Board that she would research common practice and get back with a draft policy.

Communications

There were no formal communications received.

Old Business

New Business

None

With no further business to discuss, the meeting was adjourned at 1:03 pm.

Dated this 18th day of July 2023

James Bassingthwaite, Chair

Karen Rockwell, Executive Director- Secretary/Recorder