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Ferndale Housing Commission  
Board of Commissioners Meeting  
December 18, 2023  
6:00 PM

A REGULAR MEETING of the FHC Board was called to order on December 18, 2023, at 6:00 p.m. in the Community Room of 415 Withington.

1. Roll Call

Present: Dan Martin, Donnie Johnson, Jennifer Bentley, Reggie Sutherland, Dana Parke, Regina Spencer

2. Approval of Agenda

Dan Martin stated that two were called to order. One was the regular meeting, and the other was for the Executive Director position interviews. One applicant called and declined to be interviewed for the position, leaving one applicant Regina Spencer. Three more applicants are scheduled for December 19, 2023, at 6 p.m. Dan Martin made a motion to approve the agenda for December 18, 2023, meeting.

Ayes: All                      Nays: None                      Motion Passed

3. Approval of the Minutes:

Motioned by Commissioner Dan Martin made a motion to approve the special meeting minutes and the minutes from October 2023 meeting. Seconded by Sutherland be it so resolved to approve the minutes.

Ayes: All                      Nays: None                      Motion Passed

4. Approval of Financial Statements, Payrolls, Disbursements, Bank Statements, and other financial documents and reports as reviewed and recommended by the Finance Committee.

Motioned by Commission Dan Martin seconded by Sutherland, be it so resolved to approve the Financial Reports as presented.

Ayes: All                      Nays: None                      Motion Passed.

5. Open Call to Audience

- Robert Shorter, resident of Autumn House inquired about visitors being allowed to stay pass the two-week allowance. He was advised by Dan Martin to speak with Management privately regarding his concern.



- A resident from Withington West inquired about her garbage disposal not working and she was referred to contact the Management office. Regina took down her information.

#### 6. Executive Director's Report

Regina Spencer reported on pest control, lease violations, occupancy, delinquencies, and work orders. Regina also reported social services numbers for the month of November 2023. Regina stated that the damaged garage at Autumn House is just about completed. There are a few outstanding items that need to be addressed. This project should wrap up in January 2024. Regina also informed the Board that the 2023 Audit will be conducted by Barrale Renshaw. Regina will also contract with Alleca to provide training for the HCV staff. Regina Spencer inquired if we could do a search for a new attorney. The current attorney is not responsive to the Housing Commission needs. Dan Martin stated that he would like to speak with the current attorney before any decision is made.

#### 7. Old Business

Interview for the Executive Director position was conducted with Regina Spencer by the Board of Directors.

#### 8. New Business

Royal Oak Cottage is requesting 4 more voucher for their project and Light House is requesting 34 PBV's. Donnie stated that he would reach out to Royal Oak Cottage Janay to get a better understanding of what is needed. Donnie also inquired why Ferndale and not Pontiac to give out the PBV's. After Light House exhausted all other sources then they can follow back up with the Ferndale Housing Commission.

Dan motioned to give Light House 10 PBV's for their project

Ayes: All Nays: None Motion Passed

The meeting dates for 2024 were approved. Dana questioned the change in time from 6:30 a.m. to 6 p.m. and was advised that if the new time didn't work for everyone it could be changed back.

Jennifer Bentley stated that someone needs to assist with the Financial Committed since Donnie Johnson term is expired due to him being elected to Ferndale's City Council. Dan stated that this could be discussed once his replacement is appointed.

Dan Martin discussed the Private Non-Profit Board meeting. The work with developers has been inactive and is on hold until staff is in place and for a clear direction.

An update was given regarding the squatter. Residents were informed that they should call the police. Residents were also informed not to let anyone in that they do not know. We are concerned about the safety of our residents and the safety and mental health of the squatter.

Management gave the Ferndale Police Community Policing Officer Jill Mahlmeister the dates of our monthly Resident Meetings in hopes that she can attend them to educate our residents on what to do in cases of non-emergency occurrences.

Free flu shots are available to anyone at Ferncare Clinic.

The meeting adjourned at 6:30 PM.

Minutes taken by Regina Spencer