

**MINUTES OF THE REGULAR MEETING  
OF THE BOARD OF COMMISSIONERS  
OF THE HOUSING AUTHORITY OF DANVILLE  
HELD ON JULY 19, 2016**

The Commissioners of the Housing Authority of Danville met in regular session on July 19, 2016 at the Housing Authority of Danville central office located at 1014 Rosemont Avenue in Danville Kentucky. The meeting was called to order Chair Handloser and upon roll call; the following members were present and absent:

**PRESENT**

Chairman Thomas Handloser  
Commissioner James H Atkins  
Commissioner Paul Lewis  
Commissioner Isabel Price  
Vice-Chairwoman Ann Young

**ABSENT**

Also present were : J. Hadden Dean, Board Attorney and Rachel White who serves as Executive Director for the Housing Authority of Danville and Secretary-Treasurer to the Board.

The minutes for the special Board meeting held on 14 June 2016 were reviewed and considered. The motion to approve the minutes was made by Vice-Chair Young and seconded by Commissioner Lewis with the following vote:

AYES: Chair Handloser, Vice-Chair Young, Commissioner Price, Commissioner Atkins, and Commissioner Lewis  
NAYS: None

The Chair declared the minutes approved.

The Board of Commissioners reviewed the Paid Bills for June 2016 for approval. The motion to accept the paid bills was made by Vice-Chair Young and seconded by Commissioner Price with the following vote:

AYES: Chair Handloser, Vice-Chair Young, Commissioner Price, Commissioner Atkins, and Commissioner Lewis  
NAYS: None

The Chair declared the Paid Bills report approved. The following item was presented for consideration by the Board.

**RESOLUTION # 2273**  
**APPROVING COLLECTION LOSS FOR JULY 2016**

WHEREAS, due to evictions, deaths and move-outs, this Authority has had a number of accounts on its books deemed uncollectible following at least 30 days from the vacate date. NOW THEREFORE BE IT RESOLVED, by the Commissioners of the Housing Authority of Danville, that the amount of \$1,290.96 as shown per the following list to this resolution, be transferred from Account 1122 - Tenants Accounts Receivable to Account 4570 - Collection Loss.

**VACATES WITH BALANCES**

<b>NAME, APARTMENT &amp; ACCOUNT NUMBER:</b>	<b>DATE VACATED</b>	<b>BALANCE</b>
Robert Cox, ZMC144, Z027-33	6/9/2016	\$29.74
Rent = \$29.74 Other = \$0.00		
Briana Lovitt, ZBU17, Z279-19	6/10/2016	\$622.76
Rent = \$16.60 Other = \$606.16		
Community Service \$232.00		
Donna Shelton, ZLA304, Z220-04	5/23/2016	\$180.14
Rent = \$166.00 Other = \$14.14		
Deloris Yocum, ZBU34, Z295-18H	5/16/2016	\$458.32
Rent = \$246.69 Other = \$211.63		
<b>TOTAL:</b>		
Rent = \$459.03 Other = \$831.93		\$1,290.96
<b>COLLECTIONS PAID TO H.A.D. (NET)</b>		
<b>COLLECTIONS (IN-HOUSE)</b>	\$2,381.44	6/24/2016
<b>COLLECTION FEES</b>	\$0.00	
<b>BANKRUPTCY WRITE-OFF</b>	\$0.00	
<b>DECEASED WRITE-OFF</b>	\$0.00	
<b>TOTAL AMOUNT RECEIVED ON COLLECTION LOSS DURING FISCAL YEAR BEGINNING APRIL 1, 2016 =</b>	<b>\$2,381.44</b>	

Vice-Chair Young made the motion to approve the resolution, seconded by Commissioner Lewis. The Chair called for the vote.

AYES: Chair Handloser, Vice-Chair Young, Commissioner Price, Commissioner Atkins, and Commissioner Lewis

NAYS: None

The Chair declared the motion approved and announced the next action.

The Board discussed rating and ranking factors to be provided to the Executive Director in Training Selection Taskforce. The Executive Director will develop a time-line for processing the resumes and a list of factors discussed. This document will be provided to the Commissioners and the Taskforce. The Board will review the top 10 candidates at the next Board meeting.

Vice-Chair Young made the motion to go into Executive Session to discuss a personnel matter, seconded by Commissioner Price. A call for the vote resulted in a unanimous decision to proceed.

Vice-Chair Young made the motion to come out of Executive Session, seconded by Commissioner Price. A call for the vote resulted in a unanimous decision to proceed.

The Board finalized the Executive Director's evaluation. Chair Handloser provided a verbal summary of the evaluation and approved a 5% salary increase retro-active to April 1, 2016. A signed copy of the evaluation is in the Executive Director's personnel file.

Vice-Chair Young made the motion to go into Executive Session to discuss a legal matter, seconded by Commissioner Price. A call for the vote resulted in a unanimous decision to proceed.

Vice-Chair Young made the motion come out of Executive Session to discuss a legal, seconded by Commissioner Price. A call for the vote resulted in a unanimous decision to proceed.

The Executive Director was instructed to determine if the steps leading from the 4<sup>th</sup> Street parking lot met current code and to get an estimate to install handrails on each side. A meeting will be set with the owners of the lot to discuss improvements.

With no other business to come before the Commission, the Chair declared the meeting adjourned.

The next regular board meeting is scheduled for August 16, 2016.

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CHAIR

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SECRETARY/TREASURER