

**MINUTES OF REGULAR MEETING  
SPRINGFIELD HOUSING AUTHORITY  
BOARD OF COMMISSIONERS  
MONDAY, AUGUST 23, 2021 - 5:00 P.M.**

The Springfield Housing Authority Board of Commissioners held a Regular Meeting on Monday, June 28, 2021 at the SHA Administrative Office, 200 North Eleventh Street, Springfield, Illinois. Due to the COVID-19 pandemic, this meeting was also held via Zoom (telecommunication) and was called to order at 5:00 p.m.

Commissioners Present:      Chairman Timothy Schweizer  
   Commissioner Dan Long

Commissioners Absent:      Commissioner Luckist Turner

Staff Present:

Jackie Newman	Executive Director
Melissa Huffstedtler	Deputy Director
Renee Bell	Director of FSS
Michelle Sergent	Director of Finance
Wendy Mendenhall	Director of HR
Joe Antonacci	Director of Mod/Dev
Jonathan Schienschang	Construction Manager
Robin Dowis	Asset Manager
Becky Stehman	Asset Manager
Karen Cliburn	Budget Manager
David Herman	Attorney
Samantha Bobor	Attorney
Latina Faulkner	Executive Assistant

**CHAIRMAN'S REMARKS**

Chairman read the following comment and then turned the meeting over to Director Newman:

*This meeting is being conducted electronically pursuant to Executive Order 2020-07 signed by Governor Pritzker and guidance provided by Legal Counsel. More importantly, based on what we know now about the coronavirus pandemic and prudent precautions as a result thereof, this meeting is being conducted in a way to provide the maximum amount of protection to our Board, staff and the community. We apologize for any inconvenience to anyone, but we ask for your understanding and compliance temporarily. Thank you.*

Chairman Schweizer determined No Quorum

**EXECUTIVE DIRECTOR’S REMARKS**

Director Newman highlighted a few items from her report to the board:

Director gave oral report; Welcomed Latina Faulkner as the new Executive Assistant. Conducted 1<sup>st</sup> week of on-boarding for new EA. Participated in telephone calls with HUD re: agency updates; monthly check in on SHA activities; what’s going on agency wide; overall operational discussions. Participated in the ILNAHRO annual conference planning session-which is cancelled due to the uptick of COVID/travel restrictions. Participated in FHLB Governance and Advisory Council meeting. Also participated in United Way board meeting followed up with City Neighborhood Association and Continuum of care partners on housing options for individual families and families who are experiencing homelessness. Meet with development partners from Madison Park place. SHA Operations are running smoothly concerning COVID.

**APPROVAL OF PAST MEETING MINUTES**

Regular Meeting – July 26, 2021  
No past minute was approved due to no Quorum

MOTION TO APPROVE:  
SECOND:

**DISCUSSION:**

VOTES IN FAVOR:  
VOTES AGAINST:

**RESOLUTIONS AND BOARD ACTION**

**RESOLUTION #3439 – APPROVING THE LEASE AGREEMENT BETWEEN THE SPRINGFIELD HOUSING AUTHORITY BEAUTY/BARBER SALON AND CARRIE BUCKLEY**

Brief discussion about resolution start date due to no Quorum.

MOTION TO APPROVE:  
SECOND:

**DISCUSSION:**

VOTES IN FAVOR:  
VOTES AGAINST:

**RESIDENT COUNCIL REPORTS**

None.

**BOARD COMMENTS**

None.

**PUBLIC COMMENTS**

None.

**ADJOURNMENT**

NO QUORUM NO FURTHER ACTION WAS TAKEN.

Minutes Respectfully Submitted By:  
Brenda S. Bruner, Executive Assistant

Approved by:

\_\_\_\_\_  
SHA Board Chairman

August 23, 2021  
Date

\_\_\_\_\_  
SHA Board Secretary

August 23, 2021  
Date