

# FAYETTEVILLE HOUSING AUTHORITY

Thursday, May 27, 2021, 5:00 PM

Via Zoom

**Mission Statement: The Fayetteville Housing Authority provides safe, quality, affordable housing as a basic human right to build community resilience, improve intergenerational public health outcomes, and increase equitable opportunities.**

- I. Call to order
- II. Roll Call
- III. Approval of the Agenda
- IV. Public Comment
- V. Consent Agenda
  - a. April 2021 Minutes
  - b. February 2021 Financials
- VI. Hillcrest Resident Council Report-President Cole
- VII. Attorney's Report Jim Crouch
- VIII. SWOT Presentation-OnPoint Solutions-Sheila Posey (1 Hour)
- IX. FHA Development Chair Report-Melissa Terry
- X. FHA Chair Report-Kristen Bensinger
- XI. Staff Reports
- XII. Old Business
  - a. Review of FHA Sexual Harassment policies and procedures
  - b. Discussion of next steps following SWOT presentation
  - c. Executive Director Search
    - i. Job Description -Final Make sure matches work agreement -Ethics, Conflict of interest, Confidentiality
    - ii. Executive Director or Interim Executive Director
    - iii. Salary Range-2019 Salary Study
    - iv. Budget for relocation
    - v. Information in file for Board to review TPC recommendation on hiring committee
    - vi. TPC will help to write the announcement, post, etc.
    - vii. Review of FHA Hiring Timeline
      1. Training by TPC for hiring committee in preparation of their work
      2. Executive Director Evaluation Process
  - d. Robert's Rules of Order Training
  - e. RFP for Forensic Audit
  - f. Diversity and Inclusion Training
    - i. Review U of A proposal
  - g. April 2021 Minutes
  - h. February 2021 Financials

- i. Legal
  - i. Fiscal year to date spend \$46,943.65
    - 1. Budget for 12 months \$14,500
    - 2. Over Budget as of 4/30/2021 (\$32,443.65)
  - ii. September legal bill
  - iii. Attorney Crouch to attend meetings:
    - 1. Present for the meeting, \$200 an hour
    - 2. Phone call-less expensive, as needed for questions

XIII. New Business

- a. FHA Budget Crosswalk
  - i. Requests from Board regarding monthly financial reports to review
- b. HUD Guidance Letter Received on 5/24/21
- c. Request for Severance Pay
- d. Discussion of Rules for Public Participation
- e. Review Process for Handling of Complaints Against Commissioners
- f. Authorization for the Interim Executive Director to engage a contractor in review of Willow Height HVAC system (systems may have been designed for heat)
- g. Turn over rate in first year by property
- h. Review of Bylaws
- i. FOIA Request
- j. Review of Bylaws
- k. Procedure to pay for Commissioner's NAHRO Training. Commissioner Training

XIV. Final Announcements

XV. Adjourn