

**MINUTES OF THE BOARD OF COMMISSIONERS REGULAR MEETING**

**HOUSING AUTHORITY OF HARTSVILLE**

**May 29, 2018**

The Board of Commissioners of The Housing Authority of Hartsville met in a Regular Meeting on Tuesday, May 29, 2018 at 10:00 am in the office of the Authority at 1301 South Fifth Street, Hartsville, South Carolina.

Chairman Douglas called the meeting to order at 10:05 a.m. and upon roll call the following were present and absent:

**PRESENT**

Charles Douglas, Chairman  
Lunella Williams, Commissioner  
Francine Bachman, Commissioner  
Sylvia McElveen, Executive Director

**ABSENT**

Ted Williams, Commissioner  
Phylanda Thomas, Vice Chair

**Guests:**

Councilmember Teresa Mack

**PURSUANT TO FREEDOM OF INFORMATION ACT SC CODE 30-4-80: WRITTEN NOTICE WAS DELIVERED TO THE PRESS BY EMAIL ON MAY 24, 2018 AND DULY POSTED AT HOUSING AUTHORITY OF HARTSVILLE LOCATED AT 1301 SOUTH FIFTH STREET.**

Chairman Douglas presented to the board for their review and approval to waive reading of the minutes of the March 27, 2018 regular Board as submitted. A motion was made by Commissioner Bachman and seconded by Commissioner Lunella Williams to waive the reading and approve the minutes as submitted. (See attached and made a part of these minutes). The "Ayes" and "Nays" were as follows:

Ayes	Nays
Francine Bachman, Commissioner	None
Lunella Williams, Commissioner	
Charles Douglas, Chairman	

Chairman Douglas then declared said motion carried.

Report of the Executive Director: Director McElveen informed the Board for information purposes only the Revenue and Expenses vs Budget which included April 2018. The authority remains under budget. The board was given a copy of the audit report

**New Business:**

- A. Resolution No. 1156: approval of updates to ACOP (Admissions and Continued Occupancy Policy). Motion was made by Commissioner Lunella William and seconded by Commissioner Bachman to approve the updates to ACOP. The Ayes and Nays were as follows:

Ayes	Nays
Charles Douglas, Chairman	None
Francine Bachman, Commissioner	
Lunella Williams, Commissioner	

Chairman Douglas then declared said motion carried.

- B. Resolution No. 1157 approval of updates to Section 8 Administrative Plan. A motion was made by Commissioner Bachman and seconded by Commissioner Lunella Williams to approve the updates to the Administrative Plan for Section 8. The Ayes and Nays were as follows:

Ayes	Nays
Charles Douglas, Chairman	None
Francine Bachman, Commissioner	
Lunella Williams, Commissioner	

Chairman Douglas then declared said motion carried.

- C. Resolution No. 1158: approval of the budget revision for the Schedule of Non-routine Expenditures. A motion was made by Commissioner Bachman and seconded by Commissioner Lunella Williams to approve the budget revision for the Schedule of Non-routine Expenditures. The Ayes and Nays were as follows:

Ayes	Nays
Charles Douglas, Chairman	None
Francine Bachman, Commissioner	
Lunella Williams, Commissioner	

Chairman Douglas then declared said motion carried.

- D. Resolution No. 1159: approval of the Audit for Fiscal Year Ending 09/30/2017. A motion was made by Commissioner Bachman and seconded by Commissioner Lunella Williams to approve the Audit for Fiscal Year End 09/30/2017. The Ayes and Nays were as follows:

Ayes	Nays
Charles Douglas, Chairman	None
Francine Bachman, Commissioner	
Lunella Williams, Commissioner	

Chairman Douglas then declared said motion carried.

There being no further business to enact, a motion was made by Commissioner Bachman and seconded by Commissioner Lunella Williams to adjourn the meeting. The Ayes and Nays were as follows:

Ayes	Nays
Charles Douglas, Chairman	None
Francine Bachman, Commissioner	
Lunella Williams, Commissioner	

Chairman Douglas declared the said motion carried and the meeting adjourned at 10:25

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Charles Douglas, Chairman

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Sylvia McElveen, Executive Director

STATE OF SOUTH CAROLINA  
COUNTY OF DARLINGTON  
May 29, 2018

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