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**MINUTES OF THE  
REGULAR BOARD MEETING OF THE  
BOARD OF COMMISSIONERS OF THE  
HOUSING AUTHORITY OF THE CITY OF FREEPORT  
NOVEMBER 9, 2018**

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The regular meeting of the Board of Commissioners of the Housing Authority of the City of Freeport was held on Friday, November 9, 2018, at the Housing Authority of the City of Freeport Administrative Office in the Empowerment Center located at 1052 W. Galena Avenue, Freeport, Illinois at 12:00 p.m. Chair Jennifer Smith-Norman called the meeting to order at 12:02 p.m.

**II. ROLL CALL**

The following members were present and responded to roll call: Chair Smith-Norman, Vice Chair Harrell, Commissioner Becker and Commissioner Boldt.

**Members absent:** Commissioner Rhymer, Commissioner Gonzalez, and Commissioner Shirley.

**Also present:** Chief Executive Officer Babette Jamison-Varner.

**III. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was conducted.

**IV. APPROVAL OF AGENDA**

Commissioner Boldt moved, second by Vice Chair Harrell to approve the agenda for the November 9, 2018 regular meeting, as presented. On voice vote, the motion passed unanimously.

**V. APPROVAL OF PREVIOUS MINUTES – October 26, 2018 Special.**

Vice Chair Harrell moved, second by Commissioner Becker to approve the special meeting minutes of October 26, 2018. On voice vote, the motion passed unanimously.

**VI. PUBLIC COMMENT**

None.

**VII. COMMUNICATION**

**A. Review and Approval of Claims and Demands**

Ms. Jamison-Varner answered questions regarding expenses generated in the month of October 2018.

Commissioner Boldt moved, second by Vice Chair Harrell to approve the Claims and Demands for October 2018, as presented. Roll call was as follows:

**Smith-Norman:** Aye      **Boldt:** Aye      **Harrell:** Aye

Becker: Aye

Chair Smith-Norman declared the motion passed.

**B. Chief Executive Officer's Report**

Ms. Jamison-Varner spoke about the REAC inspection. The Nan McKay kick off is scheduled for December 2018, prior to the onsite assessment in January 2019.

Ms. Jamison-Varner discussed the repossession of RAD, commented on its smooth transition and current staff capacity. The transition process should continue until March 31, 2019.

**VIII. OLD BUSINESS**

**A. Mutual of America Update**

On November 8, 2018, funds were transferred from July Services. Target day for employee payroll deductions is November 15, 2018.

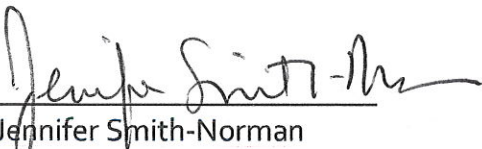
**B. Employee Benefits Renewal Update**

The open enrollment meeting for all staff is scheduled for November 14, 2018. The effective date for the new health plan will be December 1, 2018.

The MetLife Insurance will be providing HACF's employees with a new dental and vision plan. Employees will learn about both plans in the month of December, 2018. The effective date for dental and vision plan will be January 1<sup>st</sup>, 2019.

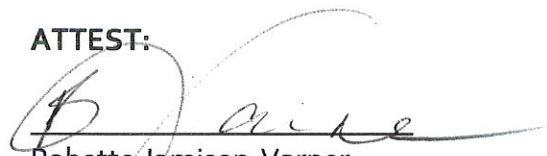
**IX. ADJOURNMENT**

There being no further business to be conducted at this regular meeting of the Board of Commissioners of the Housing Authority of the City of Freeport, Vice Chair Harrell moved, second by Commissioner Boldt to adjourn. The motion carried unanimously, and at 12:25 p.m., Chair Smith-Norman declared the meeting adjourned.



Jennifer Smith-Norman  
Chair of the Board of Commissioners  
Housing Authority of the City of Freeport

**ATTEST:**



Babette Jamison-Varner  
Chief Executive Officer and Secretary  
Housing Authority of the City of Freeport