
**MINUTES OF THE
REGULAR VIRTUAL BOARD MEETING OF THE
BOARD OF COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE CITY OF FREEPORT
DECEMBER 21, 2022**

The regular meeting of the Board of Commissioners of the Housing Authority of the City of Freeport was held on Wednesday, December 21, 2022, virtually at the Housing Authority of the City of Freeport Administrative Office located at 1052 W. Galena Avenue, Freeport, Illinois at 12:00 p.m. Chair Smith-Norman called the meeting to order at 12:07 p.m.

PURSUANT TO EXECUTIVE ORDER 2020-07 SIGNED BY GOVERNOR PRITZKER AND GUIDANCE PROVIDED BY LEGAL COUNSEL, THE HOUSING AUTHORITY OF THE CITY OF FREEPORT MAY CONDUCT ALL OR PORTIONS OF THIS MEETING BY USE OF TELEPHONIC OR ELECTRONIC MEANS WITHOUT A PHYSICAL QUORUM PRESENT IN THE BOARDROOM.

II. ROLL CALL

The following members were present via GoTo Meeting portal and responded to roll call:

Present

Chair Smith-Norman
Commissioner Richter
Vice Chair Harrell
Commissioner Williams Thomas

Staff Present

Babette Jamison-Varner, CEO
Bernadette Mekalska, Executive Coordinator
Tom Cassidy, Director Facilities & Maintenance
Rachel Greenwood, Property Operations Manager

Consultants

Mike Bainbridge, Chief Financial Officer

III. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was conducted.

IV. APPROVAL OF AGENDA

Commissioner Williams Thomas moved, second by Vice Chair Harrell to approve the agenda for December 21, 2022, regular meeting, as presented. On roll call, the following members voted:

Devine:		Smith-Norman:	Aye
Harrell:	Aye	Richter:	Aye
Carter:		Williams Thomas:	Aye

V. APPROVAL OF MINUTES

- Special Board Meeting Minutes, November 30, 2022

Vice Chair Harrell moved, second by Commissioner Richter to approve the Special Board Meeting Minutes for November 30, 2022. On roll call, the following members voted:

Devine:		Smith-Norman:	Aye
Harrell:	Aye	Richter:	Aye
Carter:		Williams Thomas:	Aye

VI. PUBLIC COMMENT

None.

VII. FINANCIAL REPORT, Mike Bainbridge

Chief Accountant, Mike Bainbridge presented financial reports for October 2022.

VIII. CEO REPORT, Babette Jamison-Varner

Director Jamison-Varner spoke about the presented resolutions.

XI. RESOLUTIONS

- a. Resolution 112022-02: Resolution Authorizing Approval of the Housing Authority of the City of Freeport 2023 Monthly Utility Allowance.
- b. Proposed Housing Authority of the City of Freeport 2023 Holiday Schedule.
- c. Proposed Housing Authority of the City of Freeport 2023 Board of Commissioners Meeting Calendar.

XII. APPROVALS

- a. Resolution 112022-02: Resolution Authorizing Approval of the Housing Authority of the City of Freeport 2023 Monthly Utility Allowance.

Vice Chair Harrell moved, second by Commissioner Williams Thomas to approve 2023 Monthly Utility Allowance. Roll call was as follows:

Richter:	Aye	Devine:	
Smith-Norman:	Aye	Harrell:	Aye
Carter:		Williams Thomas:	Aye

Chair Smith-Norman declared the motion passed

- b. Proposed Housing Authority of the City of Freeport 2023 Holiday Schedule.

Commissioner Williams Thomas moved, second by Vice Chair Harrell to approve 2023 Proposed Holiday Schedule. Roll call was as follows:

Richter:	Aye	Devine:	
Smith-Norman:	Aye	Harrell:	Aye

Carter:

Williams Thomas:

Aye

Chair Smith-Norman declared the motion passed

- c. Proposed Housing Authority of the City of Freeport 2023 Board of Commissioners Meeting Calendar.

Commissioner Williams Thomas moved, second by Commissioner Richter to approve 2023 Proposed Board of Commissioners Meeting Calendar. Roll call was as follows:

Richter:	Aye	Devine:	
Smith-Norman:	Aye	Harrell:	Aye
Carter:		Williams Thomas:	Aye

Chair Smith-Norman declared the motion passed

XII. AJOURNMENT

There being no further business to be conducted at this regular virtual meeting of the Board of Commissioners of the Housing Authority of the City of Freeport, Vice Chair Harrell moved, second by Commissioner Williams Thomas. The motion carried unanimously, and at 12:20 p.m., Chair Smith Norman declared the meeting adjourned.

ATTEST:



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



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