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**MINUTES OF THE  
REGULAR VIRTUAL BOARD MEETING OF THE  
BOARD OF COMMISSIONERS OF THE  
HOUSING AUTHORITY OF THE CITY OF FREEPORT  
FEBRUARY 15, 2023**

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The regular meeting of the Board of Commissioners of the Housing Authority of the City of Freeport was held on Wednesday, February 15, 2023, 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 12:08 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  
Commissioner Pearson

**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 February 15, 2023, regular meeting, as presented. On roll call, the following members voted:

<b>Devine:</b>		<b>Smith-Norman:</b>	<b>Aye</b>	<b>Pearson:</b>	<b>Aye</b>
<b>Harrell:</b>	<b>Aye</b>	<b>Richter:</b>	<b>Aye</b>		
<b>Carter:</b>		<b>Williams Thomas:</b>	<b>Aye</b>		

**V. APPROVAL OF MINUTES**

- Regular Board Meeting Minutes, January 18, 2023

Vice Chair Harrell moved, second by Commissioner Richter to approve the Regular Board Meeting Minutes for January 18, 2023. On roll call, the following members voted:

<b>Devine:</b>		<b>Smith-Norman:</b>	Aye	<b>Pearson:</b>	Aye
<b>Harrell:</b>	Aye	<b>Richter:</b>	Aye		
<b>Carter:</b>		<b>Williams Thomas:</b>	Aye		

**VI. PUBLIC COMMENT**

Wayne Duckmann, Economic Development Director, City of Freeport

**VII. CLOSED SESSION**

- Enter closed session for the purpose of the purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired. 5ILCS120/2(c)(5.)
- Enter into closed session for the purpose of setting of a price for sale or lease of property owned by the public body, 5ILCS120/2(c)(6).

Commissioners decided not to enter closed session and moved on to the next topic.

**VIII. FINANCIAL REPORT, Mike Bainbridge**

Chief Accountant, Mike Bainbridge spoke about first draft of the FY 2024 budget and presented financial reports for December 2022.

*Commissioner Carter entered meeting at 12:16 p.m.*

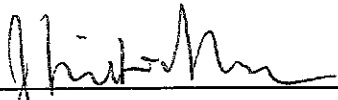
**IX. CEO REPORT, Babette Jamison-Varner**

Director Jamison-Varner presented the Year-End Workplan for November 202 through March 2023.

**XII. AJOURNMENT**

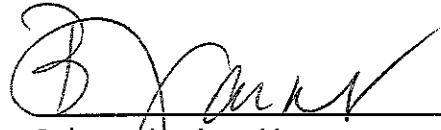
There being no further business to be conducted at this regular virtual meeting of the Board of Commissioners of the Housing Authority of the City of Freeport, Vice Chair Harrell moved, second by Commissioner Richter. The motion carried unanimously, and at 12:54 p.m., Chair Smith Norman declared the meeting adjourned.

**ATTEST:**



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



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