

# SCRHA Board of Commissioners

March 25, 2021  
12:00 PM

Scott County Community Office  
190 Beech Street  
Gate City, Virginia

## MINUTES

Vice-Chairman, Phillip Owens called the meeting to order at 12:00 p.m. on March 25, 2021, at the Scott County Community Office, 190 Beech Street, Gate City, Virginia.

**Present**         **Linda Gillenwater**

Joe Horton  
Phillip Owens

**Absent**         Randall Compton and Michael Kinkead

**Others**         Sue Smith, Sally Kegley

### Approval of Minutes

Joe Horton, made a motion, seconded by Linda Gillenwater, to approve the minutes of the October 22, 2020 meeting.

Voting Aye: All Members Present

Voting Nay: None

### New Business

#### **A. Approval of Payment of Bills for November & December 2020, Jan., Feb., & March 2021**

Joe Horton, made a motion, seconded by Linda Gillenwater, to approve the payment of bills for November & December 2020 & January, February & March 2021.

Voting Aye: All Members Present

Voting Nay: None

#### **B. Public Housing Financial Report**

Sue Smith, Executive Director gave the board an update on all banking accounts.

#### **C. Public Housing Report**

Sue Smith gave the board an update on the Public Housing and the Housing Choice Voucher Program.

#### **D. Nominations for Chairman and Vice-Chairman of the Board**

Joe Horton, nominated Randall V. Compton for Chairman of the Board, seconded by Linda Gillenwater.

1 Voting Aye: All Members Present

2 Voting Nay: None

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4 Joe Horton, nominated Phillip Owens for Vice-Chairman of the Board, seconded by Linda Gillenwater.

5 Voting Aye: All Members Present

6 Voting Nay: None

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9 **E. Approval of an updated Declaration of Trust between SCRHA and HUD**

1 Joe Horton, made a motion, seconded by Linda Gillenwater, to approve an updated Declaration  
2 of Trust between SCRHA and HUD

3 Voting Aye: All Members Present

4 Voting Nay: None

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7 **F. Budget revision for 2020 and 2021 budget retro to the date of February 17, 2021.**

8 Joe Horton, made a motion, seconded by Linda Gillenwater, to approve the budget revision for  
9 2020 and 2021 budget retro to the date of February 17, 2021.

10 Voting Aye: All Members Present

11 Voting Nay: None

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14 **G. Approve personnel change for hybrid employees from carrying over only 5 days annually to  
15 carry over 15.**

16 Joe Horton, made a motion, seconded by Linda Gillenwater, to approve the personnel change for  
17 hybrid employees to carry over 15 days annually instead of 5 days.

18 Voting Aye: All Members Present

19 Voting Nay: None

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22 **H. Approval of public housing ACOT and section 8 ADMEN policy changes as presented.**

23 Joe Horton, made a motion, seconded by Linda Gillenwater, to approve the public housing ACOT  
24 And section 8 ADMEN policy changes as presented.

25 Voting Aye: All Members Present

26 Voting Nay: None

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29 **Open Discussion:**

30 Discussed 6-month employee evaluation for Melinda Davis, maintenance foreman promotion raise for Mike Linkous  
31 and annual evaluation for Sue Smith. Also, discussed to accept resumes from applicants for the maintenance  
32 position until April 21, 2021.  
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Adjournment:

Joe Horton, made a motion, seconded by, Linda Gillenwater, to adjourn the meeting. The next meeting will be held at the Scott County Community Office located at 190 Beech Street, Gate City, VA April 22, 2021, at 5:30 P.M.

Voting Aye: All Members Present

Voting Nay: None

  
Secretary

  
Board Chairman

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