

**Preble Metropolitan Housing Authority  
Regular Board Minutes  
308 Eaton Lewisburg Rd., Eaton, OH  
December 16, 2024, 1:00 p.m.**

**Members Present:**

Suzy Cottingim  
Craig Moormeier  
Dave Haber

**Staff Present:**

Janelle Caron  
Tammy Caler

**Guests Present:**

Craig called the meeting to order at 1:04 p.m. The attendance roster will serve as roll call.

**Approval of minutes.** Minutes from July 22, 2024, and Annual Public meeting minutes from October 28, 2024 were reviewed. Dave made a motion to accept the minutes. Craig seconded the motion. Minutes approved.

**Approval of Financial Reports.** Reports were reviewed from July 2024 – October 2024. There was discussion. Dave made a motion to approve the minutes. Craig seconded the motion. Financials approved.

**Communications.** Communications have been monthly with Henry Paschael regarding our spending and per unit costs.

**Reports from the Director.** Reports were given to the group. Discussion followed.

**Reports from the Committees.**

There have not been any meetings of committees. Hope has termed off the Board and therefore there isn't a current Resident Advisory Chair.

**Old Business.**

HOTMA and NSPIRE are still pending with new start dates.

SEMAP was completed in May. We just received our score. We scored a perfect 130/130 with an overall performance rating of High Performer.

The application for request for adjustment funding was denied by HUD due to Category 5 (Lower-than-average leasing) not being considered for the CY2024 HAP set-aside due to limited funds.

**New Business**

Admin Policy no changes. Discussion of the 5-year plan. The only change was that we added PBV options. Craig made a motion to approve the 5-year plan for fy2025. Dave seconded the motion. Motion carried. This will be reflected in Resolution 2024-001.

Fair Market rents and payment standards were discussed. Dave made a motion to approve the Payment standard at 105% effective 1/1/2025. Suzy seconded the motion. Motion carried.

There were no changes to the By-laws. There was an election of officers. Chair will be Craig Moormeier, Vice Chair will be Dave Haber, Secretary will be Suzy Cottingim effective 1/1/2025.

The audit for fy2023 was complete with no findings. We were presented with the Four-Star Highest Achievement in open and transparent government award and the Auditor of State Award for our clean audit report. We still need an additional member of the board to be appointed by the Probate court.


**Agency Reports**

MVCAP reports were shared. EMA reports were shared.

Suzy made a motion to adjourn. Dave seconded the motion. The meeting adjourned at 2:20 p.m.

Next meetings: January 27, April 28, July 28, October 27 (public). All meetings are scheduled for 1 pm at the MVCAP office except the public meeting.

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\_\_\_\_\_  
Signature PMHA Board Member

2-24-2025  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Signature Executive Director, PMHA

2-24-25  
\_\_\_\_\_  
Date