

Preble Metropolitan Housing Authority
Regular Board Minutes
308 Eaton Lewisburg Rd., Eaton, OH
July 21, 2025, 1:00 p.m.

Members Present:

Suzy Cottingim
Dave Haber
Brittany Bulach

Staff Present:

Janelle Caron
Tammy Caler

Guests Present:

Dave called the meeting to order at 1:05 p.m. The attendance roster will serve as roll call.

Approval of minutes. Minutes from regular meeting April 28, 2025, were reviewed. Suzy made a motion to accept the minutes. Brittany seconded the motion. Minutes approved.

Approval of Financial Reports. Reports were reviewed from April – May 2025. There was discussion. Suzy made a motion to approve the reports. Brittany seconded the motion. Financials approved.

Communications. We have a new Portfolio Management Specialist – Edwin Thorpe. We met on 7/16 on a conference call. He had some different ideas to utilize more vouchers. We discussed project-based vouchers as well as special housing types being used. The special housing types would be able to utilize more vouchers while spending less. This could assist people in group homes such as DD housing. There is not additional funding, but we need to get our numbers housed up while not spending over our limit.

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

Reports from the Committees.

There have not been any meetings of committees. There isn't a current Resident Advisory Chair. We will plan on the annual meeting being the next RAC meeting.

Old Business. HOTMA changes have been postponed again. The only thing that has been implemented is the assets limits and the income exemptions.

We still need a replacement for Keith on the Board. The Common Pleas Court judge needs to appoint his replacement.

New Business

New utility allowances were discussed. They appear comparable to last year. Natural gas has not changed. Electric went down a little. Bottle gas increased and fuel oil stayed about the same. Suzy made a motion to accept the new utility allowances as presented to be effective September 1, 2025. Brittany seconded the motion. Motion carried.

There was discussion regarding where to hold this year's annual meeting. The consensus was that we should meet at Fire Station 2. Janelle will contact the fire chief to request the meeting room for October 27.

SEMAP was complete and we scored 96% as a high performer.

BHM CPA group is currently conducting an audit on fy2024.

The proposed budget for fy2025 was reviewed by the Board. Suzy made a motion to accept the budget as proposed. Brittany seconded the motion. Budget approved.

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Agency Reports

MVCAP reports were shared. EMA reports were shared.

Brittany made a motion to adjourn. Dave seconded the motion. The meeting adjourned at 1:45 p.m.

Next meetings: October 27 at 5pm.

David Haber

Signature PMHA Board Member

10/27/2025

Date

Janice Carson

Signature Executive Director, PMHA

10/27/2025

Date