

Darke County Metropolitan Housing Authority
Regular Board Meeting Minutes
1469 Sweitzer St., Greenville, OH 45311
January 13, 2026, 2:00 p.m.

Members Present:

Brian Wagner
Rachel Neal
Jeff Whitaker
Renee Shuttleworth
Courtney Spencer

Staff Present:

Megan Campbell
Michelle Conrad

Guests Present:

Janelle Caron

Roll Call -Megan called the meeting to order at 2:08 p.m. The attendance roster will serve as roll call. There were introductions of members and staff.

Approval of Previous Minutes -Minutes from regular meeting November 13, 2025, were reviewed. Jeff made a motion to accept the minutes. Rachel seconded the motion. Minutes approved.

Bills and Communications -Reports were discussed. The majority of the Board requested to have the Financial Reports emailed to them for review. Megan will email the reports by the end of day 1/16/26. The vote will be tabled until next meeting so that the Board has sufficient time to review them.

Report of the Director -Megan reported that there are 201 families on the voucher program. The waiting list currently has 254 with the purge currently pending. It should be completed by March. The DD properties currently have 3 vacancies of the 12 properties. The Emergency Shelter is currently undergoing some restructuring. There is a temporary pause on admissions while the security is getting updated and there are some renovations that need to be completed. There is one family and one single person currently living there. Megan will explore the Strategic Planning for long term goals for the shelter program.

Report of Staff -None


Old Business -There will be follow-up on the 5-year plan to make sure it has been or gets submitted timely. Megan will contact Greenville National to get the signer change process started and follow up with Rachel. Rachel and the Board agreed that a digital signature is acceptable. Due to Amy not being present, Commissioners were unable to verify if Amy signed lease renewal.

New Business - Board Commissioner Jeff Whitaker made a motion to set the 2026 Payment Standards at 100% of HUD Fair Market Rent for all Darke County for the exception of Bradford, Gettysburg, New Madison, and New Weston which will be at 90%, all standards to be retroactive to 1/1/2026. Rachel Neal seconded the motion. The motion carried unanimously. -Board member terms were discussed. It appears that Amy's term expired in September. Board of Commissioners plan to speak to Amy, as well as review their By-Laws to determine next steps for vacant seat appointments. Plans verbalized to come ready to the April 2026 meeting ready to vote and appoint any seat vacancies.

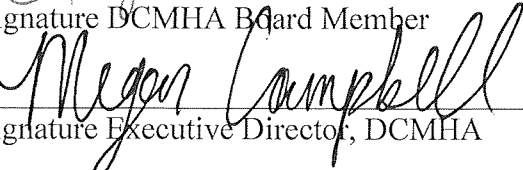
Adjournment -Jeff made a motion to adjourn. Brian seconded the motion. The meeting adjourned at 2:48 p.m. Next meetings: April 14, July 14, October 13. All meetings are at 2pm. Annual meeting will be scheduled TBD.



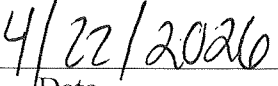
Signature DCMHA Board Member



Date



Signature Executive Director, DCMHA



Date

FAIR MARKET RENTS Darke County

Effective retroactive to 1/1/2026

Bedroom Size:	HUD FMR Rent for: Darke County	Payment Standards: 45332 Hollansburg	Payment Standards: 45308 Bradford	Payment Standards: 45328 Gettysburg	Payment Standards: 45346 New Madison	Payment Standards: 45348 New Weston
	100%	100%	90%	90%	90%	90%
Efficiency	\$801	\$800	\$783	\$900	\$792	\$990
1 bedroom	\$806	\$850	\$810	\$909	\$801	\$990
2 bedroom	\$973	\$1,010	\$999	\$1,098	\$963	\$1,197
3 bedroom	\$1,290	\$1,350	\$1,314	\$1,458	\$1,278	\$1,584
4 bedroom	\$1,295	\$1,390	\$1,377	\$1,458	\$1,278	\$1,593

Contract rent must include the utilities the tenant pays.