

Minutes of the Meeting of the Housing Authority
of the City of St. Joseph

A meeting of the Housing Authority Board of Commissioners was held on Thursday, November 20, 2025 at 2902 So. 36th Street at 4:00p.m.

The meeting began with a roll call, in attendance were the following;

Commissioners: Michael Barnes, Robin Kilgore, and Paulette Million

Absent were: Commissioner's Lindsey Bernard and Leslie Ross

Staff: Jeff Penland, Leslie McQueen, Vicki Rowland, and Donna Wilson

The minutes from the October 16, 2025, meeting were approved.

New Business

Resolution #1086

Resolution Adopting a Donation Acceptance Policy for the Housing Authority of the City of St. Joseph.

Commissioner Robin Kilgore made motion to approve Resolution #1086, as it currently written, with the additional statement of accepting both incoming or outgoing donations. Jeff will also have the policy reviewed by our attorney and auditor.

Commissioner Paulette seconded the motion and the following vote was recorded;

Ayes: Commissioner Michael Barnes, Robin Kilgore, and Paulette Million

Nays: None

Abstentions: None

Resolution #1087

Resolution approving the charging off of a collection loss in the amount of \$1521.07, for the purpose of financial accountability of past due tenants who are no longer occupying a unit under the jurisdiction of the Housing Authority.

Commissioner Paulette Million made motion to approve Resolution #1087, Commissioner Robin Kilgore seconded the motion and the following vote was recorded;

Ayes: Michael Barnes, Robin Kilgore and Paulette Million

Nays: None

Abstentions: None

Resolution #1088

Resolution to write off all checks totaling \$234.00 which are 90 days outstanding. The amount being \$206.00 for the Voucher Program and \$28.00 for the Public Housing Programs.

Commissioner Robin Kilgore made motion to approve Resolution #1088, Commissioner Paulette Million seconded the motion and the following vote was recorded;

Ayes: Commissioners Michael Barnes, Robin Kilgore, and Paulette Million

Nays: None

Abstentions: None

The Occupancy Reports and the Financial Reports for the Public Housing Programs and the Voucher Program were reviewed.

There was no further business to discuss and the meeting was adjourned.

Michael Barnes, Chairman of the Board

ATTEST: _____
Jeff Penland, Secretary