

MEETING MINUTES

**St. Charles County Commission on Housing Assistance
Friday, November 30, 2018, 10:00 am**

Conference Call Meeting

Attending Commission Members:

Jennifer George, (Chairperson); Michael Hurlbert; David Todd; Hope Woodson.

Absent Commission Members:

June Tiller (resigned)

Others Attending:

Robert Myers and Karen Hutchins- St. Charles County

Meeting Call to Order

The meeting was called to order by Jennifer George at 10:05 am with members in attendance noted above.

Approval of August 23, 2018 Meeting Minutes

Motion was made by Chief Todd to approve meeting minutes of August 23, 2018. Motion was seconded by Michael Hurlbert. Upon a vote, the motion passed unanimously by acclamation.

Meeting packets were sent electronically prior to meeting for review. Notice of the meeting was placed on the County's website and posted in the foyer of the County Building.

Public Comments

The floor was open for public comment. There was no public comment.

COMMISSION ACTION ITEMS

No Commission Action Items

COMMISSION DISCUSSION ITEMS

- Jennifer George and Robert Myers discussed replacing June Tiller. Robert stated that the new member needed to be confirmed by the County Council. He further stated that he would speak with the candidate that Dianna Clair of NECAC recommended before recommending the candidate to the County Council.

- Robert Myers reminded the board that NECAC's contract is due for approval and automatic renews January 1, 2019. The contract may need to be amended to show that NECAC is a sub-recipient of housing funds. Jennifer George asked if Council action was needed. If so, should the new commission member be in place before the council approves the contract. Robert responded that he was unsure, but knew that Bob Schnur was working on a timeline to submit updated contracts to the County Council. Jennifer stated that the contracts should be complete for submission by the second council meeting in December. Robert Myers would coordinate with Bob Schnur regarding contract amendments.

Meeting Adjournment

Motion to adjourn was made by Michael Hurlbert and motion seconded by David Todd. Motion passed and the meeting was adjourned at 10:22.