



January 27, 2025

## Regular Board Meeting of the Housing Authority of the City of Cayce, SC

The Board of Commissioners of the Housing Authority of the City of Cayce, SC held its Regular Board Meeting on Monday, January 27, 2025 at Cayce City Hall.

Chairman Jack Sightler called the meeting to order at 5:07 pm. A copy of the agenda was posted on the Housing Authority's website.

Roll call was conducted, and attendance was as noted below:

CH Board Members			Columbia Housing Authority Staff Present
Chairman	Jack Sightler	Present	Yvonda Bean, Chief Executive Officer
Vice-Chairman	Bruce Smith	Present	Barry Hall, Chief Operating Officer
Commissioner	Johnetta Riley	Present	Lee McRoberts, Chief of Staff
Commissioner	Cheryl Seymour	Absent	Cherilyn McCoy, Property Manager
Commissioner	Evony Reed	Present	Gloria Warner, Regional Property Manager
			Julia Gibbs, Senior Project Manager
			<b>Visitors:</b>
			Jarrett Epperson, City of Cayce

**APPROVAL OF AGENDA**

Chairman Sightler called for a motion to approve the Agenda as presented. Upon motion of Vice Chair Riley, seconded by Chairman Sightler, it was approved.

**PUBLIC COMMENT**

Mrs. Bean stated no one from the public had signed up or was present to address the Board.

**APPROVAL OF MINUTES**

Chairman Sightler called for a motion to approve the minutes of the meeting held November 19, 2024. Upon motion of Commissioner Reed, seconded by Commissioner Smith the minutes were approved.

Board Member		Aye	Nay	Absent
Chairman	Jack Sightler	X		
Vice-Chairman	Johnetta Riley	X		
Commissioner	Evony Reed	X		
Commissioner	Cheryl Seymour			X
Commissioner	Bruce Smith	X		

**DISCUSSION ITEMS:**

Mrs. Bean said that she wanted to attend the meeting to say goodbye to the Cayce Board. Mrs. Bean thanked the Commissioners for their support during her tenure and expressed her appreciation for their work. Mrs. Bean said that Mr. Hall will be acting as Interim Chief Executive Officer while a national search is conducted. Vice Chair Riley thanked Mrs. Bean for her service to and support of the Cayce Housing Authority and said she appreciated Mrs. Bean's warm approach and willingness to work. Ms. McRoberts reminded the Board that a farewell drop-in is planned for Mrs. Bean on Thursday in the President's Box at the Benedict College football stadium, the event will happen from 4:00 pm until 6:00 pm.

### **CEO REPORT:**

Mrs. Bean said that the Cayce Housing Annual Meeting to elect officers will follow the Regular meeting. Mrs. Bean said that CFO Dennis Lohr had experienced a death in his immediate family and was not available to prepare the financial report, she added that Cayce Housing did produce a net income of \$42,909 for the reporting period.

Mrs. Bean asked Ms. McCoy to present the Operations Report.

Ms. McCoy reported the following:

	<b>November</b>	<b>December</b>	<b>January</b>
Accounts sent to Magistrate	0	0	0
Account more than 30 days	01	0	01
Work Orders received	09	18	10
Work Orders Completed	05	17	07
Work Orders Remaining	04	01	03
Emergency Work Order	0	08	04

### **\*\*Magistrate Update:**

November - zero cases sent to the magistrate.

December - zero cases sent to the magistrate.

January -zero case sent to the magistrate.

Chairman Sightler asked if the cold weather had impacted the number of Emergency Work Orders in December and January. Ms. McCoy said that all of the Emergency Work Orders were HVAC related and addressed within 24 hours. Mrs. Bean added that weather had been a major factor for maintenance the past few months but that staff had been responsive and was taking care of things quickly.

Mrs. Gibbs gave an update on the tree work at Cayce Housing properties. Six trees were removed from Poplar and Wilkinson and overhanging branches were also trimmed. Staff is still getting quotes on work recommended by the arborist. Additional updates will be made as work progresses.

Mrs. Bean thanked the Board for their willingness to move the January meeting to the 27<sup>th</sup> as inclement weather concerns caused the original date of the 21<sup>st</sup>.

### **ADJOURNMENT**

There being no further business and upon motion of Commissioner Smith, seconded by Chairman Sightler, it was unanimously approved to end the meeting at 5:26 pm.

Prepared by:

Yvonda A. Bean  
Secretary/Chief Executive Officer