

GREENE METROPOLITAN HOUSING AUTHORITY BOARD  
MEETING 752  
HELD October 21, 2025

**In Attendance:**

Present: Nancy Hadley, Marilyn McCauley, Pam Gayheart, Penny Madry Johnson, and Stacy Leggett

Others Present: Brenda Smallwood, Donna Lawhorn, Joyce Huddleson, Joe Stacy, Jennifer Warner, and Jennifer Marietta

Absent: None

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**Public Comments**

Nancy Hadley asked if there were any public comments. Individuals were invited to speak with a 3-minute speaking limit.

There were none.

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**Review/Approval Minutes**

The Board reviewed the September 16, 2025, minutes. There were no corrections or comments. Stacy Leggett moved the approval of the September 16, 2025, minutes. It was seconded by Pam Gayheart. The minutes were unanimously approved.

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## **Review of Receipts/Expenditures**

The September financials presented by Donna Lawhorn.

Public Housing budgeted revenue is \$1,197,345. The actual YTD revenue is \$1,197,227. 50% has been received as a % of the budget. Public Housing budgeted expenses are \$1,106,265. The actual YTD expenses are \$1,052,841. 95% has been expensed as a % of the budget.

HCVP Operations (Admin Fees) budgeted revenue is \$548,905. The actual YTD revenue is \$528,296.48.1% has been received as a % of the budget. HCVP operations budgeted expenses are \$519,841. The actual YTD expenses are \$503,606. 97% has been expensed as a % of the budget.

HCV HAP budgeted revenue is \$5,352,436. The actual YTD revenue is \$4,803,337. 44.9% has been received as a % of the budget. HCV HAP budgeted expenses are \$5,362,137. The actual YTD expenses are \$4,544,458. 85% has been expensed as a % of the budget.

Village Greene budgeted revenue is \$72,802. The actual YTD revenue is \$101,370. 69.6% has been received as % of the budget. Village Greene budgeted expenses are \$45,181. The actual YTD expenses are \$49,104. 109% has been expensed as a % of the budget.

Sensible Shelter budgeted revenue is \$41,378. The actual YTD revenue is \$43,055. 52% has been received as a % of the budget. Sensible Shelter budgeted expenses are \$33,492. The actual YTD expenses are \$26,627. 80% has been expensed as a % of the budget.

Discretionary budgeted revenue is \$105,616. The actual YTD revenue is \$133,644. 63.3% has been received as a % of the budget. Discretionary budgeted expenses are \$41,025. The actual YTD expenses are \$33,780. 82% has been expensed as a % of the budget.

COCC budgeted revenue is \$706,560. The actual YTD revenue is \$514,030. 17.36. 4% has been received as a % of the budget. COCC budgeted expenses are \$740,968. The actual YTD expenses are \$734,502. 99% has been expensed as a % of the budget.

The board had a couple of questions, which Donna Lawhorn answered. Donna also told the Board she would be providing them a preliminary budget to the for FY27 at the November Board meeting to review. She asked the board to email her directly, not as a group, any questions they may have regarding the budget prior to the December meeting.

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### **Department Reports**

Brenda reported that 162 applications were received in the month of September.

32 applicant files were sent to the Section 8 Department to be briefed. 12 Section 8 vouchers expired and was not used by the applicants.

There were 1924 applicants on the Section 8 wait list. Columbus Place has 19 applicants on their wait list. There were 1692 applicants on the Public Housing wait list and 163 on the Village Greene wait list.

There were 17 vacancies in Public Housing in the month of September. Yellow Springs Village Greene and Wise Manor were fully leased. Quail Run had 1 vacancy.

Accounts receivable for Public Housing decreased to 6% for the month of September. Yellow Springs Village Greene increased to 21%. Quail Run decreased to 0.1%. Wise Manor was at 0.1%.

As of September 1<sup>st</sup>, Section 8 had 1210 units under lease. As of September 30<sup>st</sup>, Public Housing had 343 units under lease.

The Maintenance Department completed 242 work orders in the month of September. This equated to labor hours of 545.42.

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### **Directors Report**

The Director's report was reviewed by the Board. There were no comments.

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### **Old Business**

None

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## **New Business**

### **Resolution to approve changing the employee pay dates effective 01/01/2026.**

Donna Lawhorn explained to the board because of audit recommendations she would like to propose changing the pay schedule of the employees. Currently the employees are paid on the 15<sup>th</sup> and the 30<sup>th</sup>. She is proposing changing the pay dates to bi-weekly effective 01/01/2026. There was a short discussion regarding the change.

Nancy Hadley, introduced **Resolution 1505**, Be it resolved the Greene Metropolitan Housing Authority Board approves changing the pay period for employees to bi-weekly. Stacy Leggett moved the adoption of the resolution, seconded by Pam Gayheart, Roll Call Vote: Hadley, Leggett, McCauley, Johnson, and Gayheart. Nays: None.

Nancy Hadley requested a motion to adjourn the Regular Board Meeting and to go into Executive Session. It was seconded by Marilyn McCauley.

Nancy Hadley requested Board Meeting and to go into Executive Session. It was seconded by Marilyn McCauley.

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## **Executive Session**

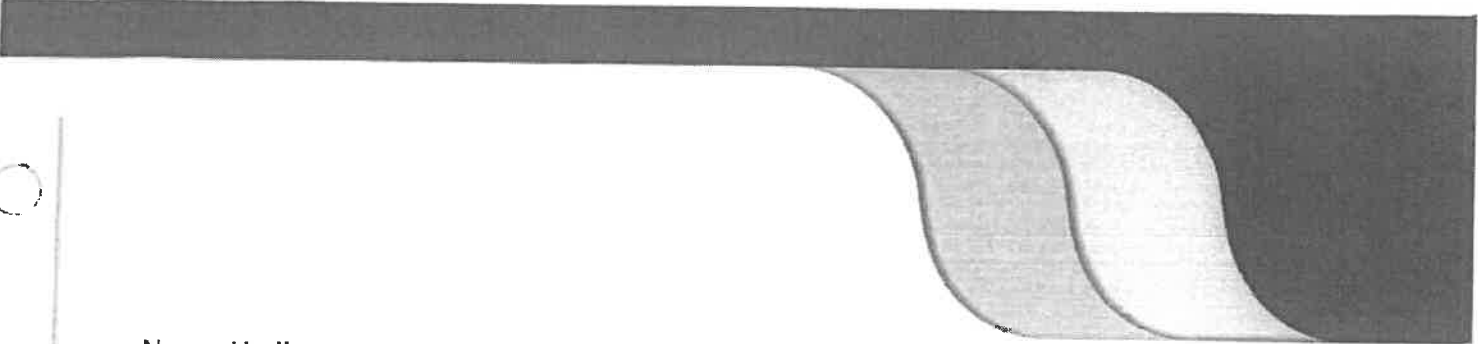
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### **Regular Business Meeting**

Nancy Hadley requested a motion to go back into regular session. Pam Gayheart moved to go back into regular session. It was seconded Stacy Leggett. Roll Call Vote: Ayes: Hadley, Leggett, Johnson, and McCauley. Nays: None.

Nancy Hadley made the motion to adjourn the meeting. It was seconded by Pam Gayheart.

**The Meeting adjourned at 5:15 p.m.**



Nancy Hadley  
GMHA Board Chair

Next Meeting  
November 18<sup>th</sup> at 4:30 p.m. Location: GMHA's Office

