

**MINUTES
of the
REGULAR MEETING
of the
GREENE METROPOLITAN HOUSING AUTHORITY**

Tuesday, May 19, 2026

At 4:30 pm Chair Nancy Hadley called the meeting to order.

On a call of the roll, those in attendance were Board Chair Nancy Hadley, Board members Marilyn McCauley, Penny Madry-Johnson, and Stacy Leggett. Board Member Pam Gayheart asked to be excused. Also attending were staff including: Interim Executive Director Stan Popp, Deputy Director Joyce Huddleson, Cheryl Porter, Donna Lawhorn, Mary Jo Beatty, Nicole Robertson, Jennifer Warner, Harold Roberts and Joe Stacy, and Legal Counsel Attorney Jennifer Marietta.

Ms. McCauley asked for a correction to the minutes as they did not show discussion on the process for selection of a new executive director. Mr. Popp apologized and said he thought that discussion was in executive session, but would make the correction. **Ms. McCauley made a motion to approve the minutes of the April 21, 2026 regular monthly meeting as corrected. The motion was seconded by Ms. Madry-Johnson. All were in favor and the motion carried.**

Financial

Following review of April expenses, **Ms. Leggett made a motion to approve the April expenses. The motion was seconded by Ms. Madry-Johnson. All were in favor and the motion carried.**

Following review of the April and year-to-date financial reports, **Ms. Leggett made a motion to accept the financial reports. The motion was seconded by Ms. Madry-Johnson. All were in favor and motion carried.**

Program Reports

Mary Jo Beatty reviewed the Occupancy Reports which showed the activity of move-ins and move-outs, end-of month vacancies for Public Housing and the other non-Public Housing properties owned and managed by Greene MHA. She also noted the bad debt collected and the number of home visits and inspections done for the month of April.

Nicole Robertson reviewed the Section 8 Housing Choice Voucher Programs status report which showed the activity and status of the program including the base-line number of units versus the number of units leased at the end of April. Mr. Popp noted the difference between year-to-date number of units leased versus dollars available.

Joyce Huddleson reviewed the waiting list information for Public Housing and Housing Choice Voucher programs including the number of applications processed for the month.

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Joe Stacy reported on the number of work orders completed by the Maintenance Department in the month of April and the amount of funds spent for materials on those work orders.

Old Business

Donna Lawhorn reported on the status of the Fiscal Year 2025 independent audit and the hope that it will be completed soon.

Mr. Popp reported they had a kick off meeting with YARDI and will plan to get started with their on-site team to gather information in the next month or so with a hope to go live with the new software by September 1. Joyce noted that we need to give our current software vendor notice of not renewing six months before the end of the current term which is end of the year.

Mr. Popp noted that he neglected to put the item on the agenda regarding the search for a new executive director. He reminded the Board Members that he has sent out a request for them to respond with the attributes that they believe are most important, and has only had a response from three. Following some discussion, Mr. Popp agreed to provide the Board Members with a step-by-step guideline along with a time line for the process and will get that out to them before next Board Meeting.

New Business

Resolution 2026-1518, Approval of new Procurement Policy was introduced by Stan Popp. Following some discussion, **Ms. McCauley made a motion to table the request for approval until the next meeting to allow more time for Board Members to review the policy. The motion was seconded by Ms. Madry-Johnson. All were in favor and motion carried.** Attorney Marietta asked if the Board would like her to review the policy and they asked that she do that.

Mr. Popp shared some concern about the process of utilized Housing Choice Vouchers in our non-HUD properties after being advised by HUD of certain requirements for that process that the Housing Authority was not aware of. He advised he will be researching that and will report next month on the findings.

Mr. Popp asked if the Board had any objection to closing the office from noon until 4:00 pm on June 17th, the day of the Resource Fair that the Housing Authority is very involved in with the Greene County Housing Coalition. Following some discussion and assurance that exigent needs of our residents will still be taken care of, there was a consensus that it would be okay to close the office for those hours.

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Mr. Popp reported on the recent staffing changes, including; hiring of Christian Francisco, who currently is assisting with various tasks and working on utility allowance analysis for Public Housing and Section 8 Housing Choice Voucher Program. Harold Roberts has been reassigned from the Maintenance Department to Director of Modernization and Development, and Austin Couch was hired as a Maintenance Technician I to do primarily janitorial work, both in the offices and in vacant unit preparations. The company that had been contracted to do the office cleaning has been relieved of that job due to theft of equipment from our offices by one of their employees.

At 5:30 pm, Chair Hadley moved to enter into executive session for the purpose of discussing appointment, employment, dismissal, discipline, promotion, demotion or compensation of a public employee. The motion was seconded by Ms. Madry-Johnson. Ms. McCauley left the meeting, but a quorum voted in the affirmative to enter into executive Session.

The Board returned to regular session at 6:14 pm, and without objection, Chairperson Hadley adjourned the meeting.

The next regular board meeting will be June 16, 2026 at 4:30 PM.

Respectfully submitted,

Stan W. Popp, Secretary