

**Business Board of Directors Meeting Minutes
June 5, 2025**

Commission Members Present: David Anderson, Patrese Griffin (present at 4:50pm), and Gwendolyn Hooker

Commission Members Absent: Kizzy Bradford and Coty Dunten

Kalamazoo County Commissioner Present: None

Kalamazoo County Staff Present: None

Administrative Service Provider and Recording Secretary Present: Holly Dean, and Lisa Willcutt

Call to Order and Roll Call

The meeting was called to order at the Kalamazoo County Building, Board Chambers, 201 West Kalamazoo Avenue by President Griffin at 5:01p.m. Willcutt conducted the roll call.

A motion was made to excuse Dunten's absence.

Motion by Anderson

Support by Hooker

Motion approved

Approve Meeting Agenda

The meeting agenda was approved as submitted.

Motion by Hooker

Support by Anderson

Motion approved

Approve Minutes of the May 1, 2025 Meeting

Griffin asked for approval of the meeting minutes from May 1, 2025. The minutes were approved as submitted.

Motion by Hooker

Support by Anderson

Motion approved

Public Comment on Agenda Items and Non-Agenda Items

None

Reports

Financial Reports

The May 2025 financial reports were distributed prior to the meeting and were summarized by Willcutt. A motion was made to accept the financial reports as submitted.

Motion by Anderson

*Support by Hooker
Motion approved*

Bethany House – A written report was distributed prior to the meeting and noted that a window air conditioning unit was installed. In addition, all window screens were installed. Finally, the other bathtub was repaired, and no drywall removal was required. A small hole was made in the drywall, which will be repaired in June.

Veterans Initiative – A written report was distributed prior to the meeting and noted that no significant work, outside of pest control, occurred during the month. However, during the meeting it was noted that the washer and dryer were no longer working and Willcutt was seeking permission to purchase a new set. A motion was made to approve up to \$1,500 for the purchase of a new washer and dryer.

*Motion by Anderson
Support by Hooker
Motion approved*

FUSE – A written report of activity was distributed prior to the meeting and noted that no significant work occurred during the month.

Sugarloaf – A verbal report was given by Vice President Hooker and noted that Wraparound Services are being provided which included State Emergency Relief application assistance. In addition, one unit is being made ready and an applicant for occupancy was in place.

Old Business

2015 Millage – Creating Permanent Housing – Sugarloaf

RFP for onsite Wraparound Services – Vice President Hooker stated that the application period was closed, and no applications were received. There were no further updates, so she would like to table this until next month's meeting.

Millage Housing Expenses – President Griffin and Vice President Hooker agreed to table the phone purchase until next month's meeting.

Liability Insurance Bethany House, FUSE, and Keystone – Commissioner Anderson has not yet received a price or proposal from Adam Wallace yet. He may reach out to a different agent for a proposal.

New Business

None

Public Comment on Agenda and Non-Agenda Items

None



**Kalamazoo County
Public Housing Commission**

Commissioner Member Comments

Vice President Hooker acknowledged many events in the area such as the Doo Dah Parade, Art Hop, and Pride Month.

Commissioner Anderson stated that June was proclaimed Justice Against Bullying at Schools Awareness Month in Kalamazoo County. The proclamation was given to Vice President Hooker.

President Griffin offered her congratulations to Vice President Hooker on the proclamation.

Meeting Adjourned: 5:18 pm

Submitted by: Holly Dean

DRAFT