

Dudley Housing Authority

Board Of Commissioners Meeting Agenda

Tuesday March 10th , At 6:00 PM

- 1) Roll Call
- 2) Acceptance of Minutes
 - a) Regular Meeting February 17th
- 3) New Business
 - a) Shop/Garage Door: The shop overhead door needs replacement.
 - i) The overhead door has outlasted its expected useful age.
 - (1) The lock & latch do not lock
 - (2) The door seals have failed, allowing water, pests and cold/ hot air to enter space.
 - (3) The door opening limits easy entry of the Authority's truck. To enter the garage, the mirrors need to be folded in, and the top of the truck can strike the door.
 - ii) Jeremiah Blankenkaker is requesting board approval to solicit quotes to replace the door and enlarge the opening.
 - b) Repurpose the old surveillance equipment from Josha Plc to Crawford.
 - i) Jeremiah Blankenkaker is proposing the repurpose & installation of the camera surveillance equipment system that was replaced at Joshua Plc at Crawford House.
 - (1) Jeremiah has received approval from Venture to install the system for the exterior of the building and would provide access to their leadership.
 - (2) Spy Systems has quoted \$1,000 for the installation.
 - (3) The cost of installation would be charged to the Crawford Improvement Project
 - ii) Jeremiah is requesting board approval to approve Spy Systems' quote to install the camera surveillance at Crawford.
 - c) Smart Board for the community room: As part of the RANGE grant that was awarded Jan 2026, the Authority has received funding for a smart board for the Community Room.
 - i) The grant will reimburse the Authority up to \$2,000 for smart board.
 - ii) The smart board will be needed for the instructional session and other grant funded activities.
 - iii) Jeremiah Blankenkaker is requesting board approval to purchase a smart board at cost up to \$2,000.
 - d) Executive Director salary amendment for Range Grant Activities:
 - i) As part of the Range Grant, the Authority received funding for a Digital Navigator/Tenant Coordinator & Literacy & Adaptation Coordinator, to provide technical assistance and education to residents.
 - ii) Jeremiah Blankenkaker proposes that the Executive Director execute the activities of the grant funded coordinators. The additional work hours would be charged to the grant. The grant will provide up to 800 hours for the proposed work.
 - iii) Jeremiah Blankenkaker is requesting board approval for the Executive Director to execute coordinator activities and receive \$30.00 per hour in compensation for the additional hours.
- 4) Old Business
 - a) Executive Director Contract: In order for EOHLC to approve the Executive Director's contract, the Authority needs the board to approve the contract specifics and document the approval in the minutes.

- b) Jeremiah Blankenbaker is requesting the board approve the following items from the Executive Director's contract
 - i) The term of contract: 24 months/ 2 years
 - ii) The Executive Director's salary funded through State Aided LHA units: \$63,925.00
 - iii) The Executive Director is required per the contract to work in the office (onsite) for a minimum of 26 hours per week.

- 5) Director's Report
 - a) Vacancies
 - i) Bld 6 3B
 - b) Treasurers Report

- 6) Any Unknown Business That May Be Missing to Come Before the Board

- 7) General Discussion

- 8) Examine vouchers, sign checks and warrants, review communication

- 9) Adjournment: