

**MINUTES OF THE SPECIAL CALLED MEETING  
OF THE BOARD OF COMMISSIONERS  
OF THE HOUSING AUTHORITY OF DANVILLE  
HELD ON TUESDAY MAY 14, 2024**

The Commissioners of the Housing Authority of Danville met in special session on 14 May 2024 at the Housing Authority central office at 1014 Rosemont Avenue in Danville Kentucky. The meeting was called to order by Chairwoman Young and upon roll call the following members were present and absent:

**PRESENT**

Chairwoman Ann Young  
Commissioner Terri Carter  
Commissioner Steve Southerland  
Commissioner Paul Lewis  
Mayor J.H. Adkins

**ABSENT**

Also present were: Hadden Dean, Attorney for the Housing Authority; and Linda Hudman who serves as Interim Director for the Housing Authority of Danville and Secretary-Treasurer to the Board.

**RESOLUTION # 2554  
APPROVING FASS CERTIFICATION**

WHEREAS, the Fiscal Year Ending March 31, 2024, has been closed and used to complete the certification by the Housing Authority of Danville's accountant; and

WHEREAS, the Interim Director has reviewed the information and confirms that the information is correct to the best of her knowledge; and

WHEREAS, the Board of Commissioners have reviewed the documentation as provided by the staff.

THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of Danville that the Financial Assessment Sub-System (FASS) Certification be approved and signed by the Board Chairperson and the Executive Director, then be submitted to the Department of Housing & Urban Development via the internet.

Commissioner Carter made the motion to approve the resolution, seconded by Commissioner Lewis. The Chair called for the vote:

AYES: Chair Young, Mayor Atkins, Commissioner Southerland, Commissioner Carter and Commissioner Lewis.

NAYS: None

The Chair declared the resolution approved and announced the next action.

**RESOLUTION #2555**  
**APPROVING EXECUTIVE DIRECTOR SALARY**

WHEREAS, the Housing Authority of Danville is in the process of hiring a new Executive Director; and

WHEREAS, the previous salary study was completed in September 2023; and

WHEREAS, the Nelrod Company performed an Executive Director Salary Comparability Study for this agency;

THEREFORE, be it resolved by the Board of Commissioners for the Housing Authority of Danville that the Salary Study for the Executive Director be adopted as presented.

Attorney Dean explained this was just a salary comparability and not a full salary study

The Chair declared to motion failed due to lack of motion.

Commissioner Carter made the motion to move into Executive Session, seconded by Commissioner Southerland.

AYES: Chair Young, Mayor Atkins, Commissioner Southerland, Commissioner Carter and Commissioner Lewis.

NAYS: None

Commissioner Southerland made the motion to move out of Executive Session, seconded by Commissioner Carter.

AYES: Chair Young, Mayor Atkins, Commissioner Southerland, Commissioner Carter and Commissioner Lewis.

NAYS: None

**RESOLUTION #2556**  
**APPROVING EXECUTIVE DIRECTOR JOB OFFER**

Commissioner Southerland made the motion to extend an offer of the Executive Director position to Justin Jones. The offer includes \$160,000 per year salary, reimbursement of actual moving expenses and all employee benefits offered to full time employees – with the same terms as other full-time employees. This offer will be contingent upon a background check being completed with results that are acceptable to the Board.

The motion was seconded by Commissioner Lewis. The Chair called for the vote:

AYES: Chair Young, Mayor Atkins, Commissioner Southerland, Commissioner Carter and Commissioner Lewis.

NAYS: None

The Chair declared the resolution approved and announced the next action.

With no other business to come before the Commission, Commissioner Carter made the motion to close the meeting, seconded by Commissioner Lewis. The Chair declared the meeting adjourned.

The next Regular board meeting is scheduled for Tuesday, May 21, 2024, at 8:00 a.m.

CHAIR

SECRETARY/TREASURER