

**MINUTES OF THE ANDERSON HOUSING AUTHORITY  
BOARD OF COMMISSIONERS MEETING**  
**November 19, 2025-1:15 p.m.**  
**In-Person and Via Zoom**

**Attendance**

**AHA Commissioners Present**

Mike Dauss-AHA  
Pauline Neal-AHA  
Sylvia Bogle-AHA  
Mike Ward-AHA  
Rob Spaulding-AHA  
Keith Grubbs-AHA  
Darla Sallee-AHA

**AHA Commissioners Absent**

**Staff Present**

Kimberly Townsend  
Kevin Sulc  
Angela Kaster  
Amy Davis  
Alacia Goettman  
Wendy King  
Mary Davis  
Nathan Henry

**Staff Absent**

**Guest Present**

None at this time.

**Meeting Called to Order/Roll Call**

AHA Board Chairman, Mike Dauss called the meeting to order, and roll was taken. A quorum was present.

**Approval of Agenda**

Motion by Pauline Neal. Seconded by Mike Ward. None opposed. Motion carried.

**Approval of Meeting Minutes for October 22, 2025**

Motion by Pauline Neal. Seconded by Mike Ward. None opposed. Motion carried.

**Staff Reports**

Section 8 reports given and read by Alacia Goettman. We have a briefing tomorrow. Public Housing reports given and read by Mary Davis. Mary did a PowerPoint presentation for "Trick or Treat at the Manor". We will have "Brunch with Santa" on December 20<sup>th</sup>. Maintenance report given and read by Nathan Henry. Kim Townsend added that we were able to relocate all the tenants in the building affected by the sewer problem at Westvale Manor. ARPA and FSS (Family Self-Sufficiency) reports were given and read by Wendy King. We have only had five requests for ARPA funds this month. We will have another lady graduating from the FSS program next month. AHI Project Development, HR, and Mileage reports were given and read by Kevin Sulc.

### **Finance Report prepared by Amy Davis**

The Finance report was given and read by Amy Davis. Public Housing had a small loss for the month. There was an issue by paying for six months of insurance at one time, but I will not do that again. Section 8 had a small profit this month.

### **Approval of the Finance Report**

Motion by Rob Spaulding. Seconded by Darla Sallee. None opposed. Motion carried.

2027 Budget given and read by Amy Davis. The finance committee of Kim Townsend, Rob Spaulding, Kevin Sulc, and Amy Davis met to review the budget being presented.

### **Approval of the 2027 Budget**

Motion by Rob Spaulding. Seconded by Pauline Neal. None opposed. Motion carried.

### **Executive Director's Report-Kimberly Townsend**

Report given by Kim Townsend. Amy has been cross training her job with Angela and Kevin. Kim was asked to attend a meeting regarding Scatterfield Road, the City of Anderson, and Madison County. Kim has been elected to Chair the Board for the Madison County Chamber of Commerce for 2026. Their Executive Director has resigned. We only had a miscellaneous finding on our audit, which was fixed prior to the audit, it was just something AB from Audit Solutions did not like. It was when we switched from Yardi to PHA-Web. I was filmed for a documentary about our involvement with Scholar House. I am on a panel for AI for PHADA. I am on the Governors Board for NAHRO, and I am Chairing a National Committee for NAHRO (WON). We are following our rules on fraud, and it is going well. Our aging report went from \$46k to \$9,600.

\*Pauline Neal had another appointment and had to leave the meeting. \*

### **Old Business**

Our Annual Meeting is Wednesday, December 10<sup>th</sup> at the Jetty Center from 11:30am-1:30pm

### **New Business**

#### **Resolution 2025-08-Board Resolution for Grouped HQS Inspection Policy**

The resolution was given and read by Alacia Goettman.

### **Approval of Resolution 2025-08**

Motion by Mike Ward. Seconded by Darla Sallee. None opposed. Motion carried.

2026 Holiday Schedule presented. Kim Townsend noted that she replaced Columbus Day with January 1<sup>st</sup> and 2<sup>nd</sup>.

### **Approval of the 2026 Holiday Schedule**

Motion by Darla Sallee. Seconded by Rob Spaulding. None opposed. Motion carried.

2026 AHA and AHI Board Meetings Schedule presented. The board would like November 18, 2026, meetings to be separate meetings and have time changes of AHI Board 12pm-1pm, and AHA Board 1:15pm-2:15pm.

### **Approval of the 2026 AHA and AHI Board Meetings Schedule with Changes**

Motion by Keith Grubbs. Seconded by Rob Spaulding. None opposed. Motion carried.

**Correspondence**

Several articles from the Anderson Herald Bulletin are attached.

**Adjournment**

Motion by Mike Ward. Seconded by Sylvia Bogle. None opposed. Motion carried.

**Meeting adjourned.**

The next meeting will be December 10, 2025.

Respectfully submitted by:

---

Kimberly Townsend, CEO/ED

Date

Attested by:

---

Mike Dauss, Chairman

Date