

**R-LCOA  
Board of Directors Meeting**

**AGENDA**

**Tuesday, April 5, 2016  
1225 Lady Street, Suite 201  
12:00 p.m.**

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Public Notice of this meeting was properly posted at the Board office and provided to any requesting persons, organizations, or news media in compliance with Section 30-4-80 of the S.C. Freedom of Information Act.  
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- I. CALL TO ORDER, WELCOME, OVERVIEW OF AGENDA**  
**Mr. Kevin K. Werner, Chair**
  
- II. CONSENT** **Mr. Kevin K. Werner, Chair**
  - a. Minutes – February 2, 2016**
  
- III. REPORT OF THE EXECUTIVE DIRECTOR**
  - a. Update on Property**
  - b. Approval of Debt Write-Off**
  - c. Real Estate Assessment Center (REAC) Inspection**
  
- IV. ADJOURNMENT**

**R-LCOA MINUTES  
Of The  
BOARD OF DIRECTORS  
Tuesday, February 2, 2016  
12:00 p.m.**

**BOARD MEMBERS PRESENT**

Kevin Werner  
Kyle Michel  
Wilhemina Kimpson  
Brenda Oliver  
Taleshia Stewart

**OTHERS PRESENT**

Gloria J. Saeed  
Marsheika G. Martin  
Madelon Scott  
Chuck Statler, Derrick, Stubbs & Sitth, LLC  
Kenneth Whitted with Brownstone

**WELCOME AND CALL TO ORDER** – The meeting was called to order at approximately 12:06 p.m.

**AGENDA:** Mrs. Kimpson moved, seconded by Ms. Stewart, to adopt the agenda as submitted. The vote in favor was unanimous.

**MINUTES – November 3, 2015:** Ms. Stewart moved, seconded by Mrs. Kimpson, to approve the minutes as submitted. The vote in favor was unanimous.

**REPORT OF THE EXECUTIVE DIRECTOR**

**Approval of Board Chair – Mr. Kevin Werner** – Mr. Michel moved, seconded by Ms. Stewart, to appoint Mr. Werner as R-LCOA's Board Chair. The vote in favor was unanimous.

**Approval of Board Vice-Chair – Mr. Kyle Michel** – Mr. Werner moved, seconded by Mrs. Kimpson, to appoint Mr. Michel as R-LCOA's Board Vice-Chair. The vote in favor was unanimous.

**Approval of New Board Member – Ms. Brenda Oliver** – Mr. Michel moved, seconded by Mrs. Kimpson, to appoint Ms. Oliver to R-LCOA's board. The vote in favor was unanimous.

**Approval of New Board Member – Mr. John F. Verreault** - Mrs. Kimpson moved, seconded by Mr. Michel, to appoint Mr. Verreault to the board. The vote in favor was unanimous.

**Approval of 2016 Meeting Dates** – Ms. Gloria Saeed, Executive Director, stated that even though there are only two (2) meetings scheduled, additional meetings may be called if needed.

Ms. Oliver moved, and it was seconded, to approve the meeting dates for 2016. The vote in favor was unanimous.

**2016 Operating Cost Adjustment Factor (OCAF)** – Ms. Saeed stated this is done annually, Documents were submitted to State Housing Development & Finance Authority who serves as the oversight manager and was approved. There has been a \$12 increase in the one-bedroom units, from \$706 to \$718; and the two-bedroom units increased \$13.00, from \$764 to \$777. These increases were effective January 1, 2016.

**ADJOURNMENT** – The meeting adjourned at approximately 12:16 p.m.

Submitted by,

Jeff Palen  
Secretary/Treasurer

The minutes were taken by Marsheika G. Martin