

**MINUTES OF THE SPECIAL MEETING OF THE BOARD OF
DIRECTORS OF THE PROPERTIES FOR RETIRED AND FAMILY
LIVING HELD ON WEDNESDAY, OCTOBER 16, 2024**

The Board of Directors of the Properties for Retired and Family Living held a meeting at 2:00 P.M. on Wednesday, October 16, 2024, at the Monroe Housing Authority Annex Building located at 210 Harrison Street, Monroe, LA 71201. The Board met at a joint session with the Monroe Housing Authority Board. These are the minutes from the Properties for Retired and Family Living Board meeting.

The board members present were:

President Joe Farr
Vice-President Loretta Hudson
Director Hal Hinchliffe
Director Janet Durden
Director Montrell Bradley
Director Ashley Doughty
Director Brandon Welch
Secretary/Treasurer Cheryl Farmer

Absent were:

Director Patricia Gix
Director Gladys Smith-Coward
Director Myra Gatling

Also present were William V. Smart, Monroe Housing Authority Executive Director; Janet Sanderford, Director of Accounting; Sammie Winters, Executive Administrative Assistant; Heath Frugé, Director of Planning and Development; and Aimee Buchanan, CPA Partner – Allen Green & Williamson LLP.

Monroe Housing Authority Board Members in attendance were Vice-Chairman Rick Miller, Commissioner Beverly Lewis, and Commissioner Angelina Jones.

Immediately following the Monroe Housing Authority Board meeting, President Joe Farr called the Properties for Retired and Family Living Board meeting to order.

President Farr asked the Board for any comments regarding the June 20, 2024, meeting. There were none. Vice-President Loretta Hudson introduced a motion that the Minutes of the previous meeting be approved. Director Hal Hinchliffe seconded the motion, and it was carried unanimously.

President Joe Farr called for a special election of officers so that others might have an opportunity to lead. After discussion, President Farr made the following resolution:

**A RESOLUTION APPOINTING OFFICERS FOR THE
PROPERTIES FOR RETIRED AND FAMILY LIVING BOARD.**

BE IT RESOLVED by the Board of Properties for Retired and Family Living that the following officers are hereby appointed:

President	<u>Loretta Hudson</u>
Vice-President	<u>Janet Durden</u>
Secretary/Treasurer	<u>Cheryl Farmer</u>

The above Resolution was seconded by Director Hal Hinchliffe and carried unanimously.

Transition of Leadership

At this point, newly elected President Loretta Hudson took over the meeting.

President Hudson then requested the construction report. Mr. Heath Frugé informed the Board that bids for the McKeen Plaza Parking Lot Resurfacing will be released on October 31, 2024. Additionally, Mr. Frugé provided an update on the Ouachita Grand Plaza Sublease, noting that several checklist items remain unresolved. A conference call with all parties was held on October 15, 2024, to address outstanding issues, and a final closing call will take place before completing the sale.

President Hudson then asked for the financial report. Ms. Aimee Buchanan presented the board with the financial report pertaining to the Properties for Retired and Family Living.

President Hudson asked if there was any further business to come before the Board. There being none, President Loretta Hudson introduced a motion to adjourn the meeting. The motion was seconded by Director Hal Hinchliffe, carried unanimously, and the meeting was adjourned.

JOE FARR, OUTGOING PRESIDENT

LORETTA HUDSON, NEWLY ELECTED PRESIDENT

SAMMIE WINTERS, EXECUTIVE ADMINISTRATIVE ASSISTANT