

GLOVER PLAZA, INC.

AGENDA

GLOVER PLAZA, INC. BOARD OF DIRECTORS MEETING

*Wilmington Housing Authority, 1524 South 16th Street, Executive Conference Room,
Wilmington, NC 28401*

October 22, 2018

Post HEO Board of Directors Meeting

1. Call to Order
2. Roll Call
3. Approval of the Agenda
4. Old Business
 - Approval of the Minutes for August 27, 2018
5. New Business
 - Finance and Audit Committee Report Department Updates
 - Property Management
6. CEO Remarks
7. Adjournment

GLOVER PLAZA, INC.
GLOVER PLAZA, INC. BOARD OF DIRECTORS ANNUAL MEETING MINUTES
August 27, 2018

The Board of Directors of Glover Plaza, Inc. held a Meeting on Monday, August 27, 2018, at Wilmington Housing Authority, Executive Conference Room, 1524 South 16th Street, Wilmington, NC.

Directors Present: Betsy Kahn, Chair
Kenneth S. Chestnut, Sr., Vice Chair
Lee Backston, Director
Theresa Everett, Director
Nancy Guyton, Director
Joan Johnson, Director
A.R. Sharp, Director

Directors Absent: Phillip R. Webb, Jr., Director
Stuart Franck, Director

Others Present: Katrina Redmon, Chief Executive Officer
Vernice Hamilton, Director of HR/RS
Michael Williams, COO
Kim Fitzwater, Director of Finance
Patrick Kehoe, Controller
Jim Conlon, RE Development and Construction Manager
Shanetta Moye, Director of HCV
Chauntrell Burns, Procurement Manager
Julia Shaw, Executive Assistant

1. Call to Order

The regular Meeting of the Glover Plaza, Inc. Board of Directors was called to order by order by Chair Kahn at 5:36 p.m. on August 27th, 2018 pursuant to the Public Notice.

2. Roll Call

Roll call was taken and a quorum was present.

3. Approval of Agenda

Agenda of the August 27th, 2018 Glover Plaza, Inc. Board of Directors Meeting was reviewed. The motion to approve the agenda, with the noted correction, was made by Director Sharp, seconded by Director Everett and unanimously approved.

4. Old Business

- **Approval of Minutes**

Glover Plaza, Inc.

Minutes of the July 23rd, 2018 Glover Plaza, Inc. Board of Directors Meeting were reviewed, the motion to approve minutes, was made by Director Chestnut, seconded by Director Everett and unanimously approved.

5. New Business

- **Finance and Audit Committee Reports**

Acting Committee Chair Chestnut reported that the Committee met on August 22nd, 2018 and there was a quorum. There was nothing out of the ordinary and the resolution was recommended for approval.

6. Resolutions

FINANCE RESOLUTIONS

Resolution No. 047 – Resolution Approving the Glover Plaza Inc. Unaudited Financial Statements for the Period Ended July 31, 2018

Resolution No. 048 – Resolution Approving the Write-off of Tenants' Accounts Receivable for the Period Ended July 31, 2018

A motion made by Director Chestnut to recommend Resolution No. 047 and 048, as presented, to the full board was seconded by Director Everett and passed unanimously.

7. Department Updates

- **Property Management Update**

There are two vacancies, one is leased, the other is in process of being leased.

8. CEO Remarks

None at this time.

9. Adjournment

A motion made by Director Everett and seconded by Director Chestnut to adjourn the meeting carried unanimously.

(SEAL)

G. Vernice Hamilton, Secretary