

**SPECIAL MEETING OF THE  
LAKE METROPOLITAN HOUSING AUTHORITY  
August 10, 2021  
38185 ERIE RD, WILLOUGHBY, OHIO  
6:00 P.M.**

The meeting was called to order by Chairperson Jeffrey Mackey at 6:00 p.m.

**PRESENT**

Cynthia Brooks  
Vice-Chair Charles Stennis  
Gregory Schmidt (arrived at 6:03pm)  
Kathryn Popp (excused)  
George Phillips  
Julius Williams  
Chairperson Jeffrey Mackey

**ALSO PRESENT**

Melissa Winfield, Chief Executive Officer  
Amy Tressler, Assistant Director  
Eric Martin, Chief Financial Officer

**RESOLUTION:**

- **Resolution 12-2021:** Resolution authorizing the CEO to solicit bids for Jackson Towers external building repairs.

Commissioner Schmidt recommended that inspection of window wells be included in the scope of the work.

A motion was made by Cynthia Brooks and seconded by Vice-Chairperson Charles Stennis, Jr. to adopt this resolution. Resolution 12-2021 was approved by roll call with 6 ayes from Cynthia Brooks, Vice-Chairperson Charles Stennis, Jr., Gregory Schmidt, George Phillips, Julius Williams, and Chairperson Jeffrey Mackey.

**EXECUTIVE SESSION**

A motion was made by Vice-Chairperson Charles Stennis, Jr. and seconded by Cynthia Brooks to enter into Executive Session at 6:11pm to discuss the employment, appointment and termination of Lake MHA employees, to include attendance by agency staff.

A motion was made to leave Executive Session and return to meeting.

A motion was made by Gregory Schmidt and seconded by George Phillips to appointment Amy Tressler and Eric Martin as Interim Co-Directors, starting 8/27/21, to each receive 25% of CEO salary as differential, to be formally approved by resolution at 9/8/21 Board Meeting. Motion was approved by roll call with 6 ayes from Cynthia Brooks, Vice-Chairperson Charles Stennis, Jr., Gregory Schmidt, George Phillips, Julius Williams, and Chairperson Jeffrey Mackey.

**ADJOURNMENT:**

A motion was made to adjourn the meeting. The meeting adjourned at 7:30 p.m.

Respectfully submitted,

Melissa Winfield  
Chief Executive Officer

*SIGNED BY Eric R Martin  
For Melissa Winfield*