

LANDLORD-TENANT RELATIONS BOARD
Wednesday, November 6, 2023 – 8:30 P.M.
MINUTES OF THE REGULAR MEETING

1. CALL TO ORDER

The meeting was called to order by Chairman Elijah St. Dennis at 8:30 PM.

- **BOARD MEMBERS PRESENT:** Elijah St. Dennis, Victoria Kelley, Bonnie Naugle, Elliott Waters, Amy Purnell
- **BOARD MEMBERS ABSENT:** Amber Pendergrass
- **STAFF PRESENT:** Mary Horner and Gwen Lassiter

2. APPROVAL OF THE AGENDA: Ms. Naugle moved to approve the agenda. Mr. Waters seconded the motion which was carried out unanimously.

3. PUBLIC COMMENT: No members of the public were present.

4. APPROVAL OF THE MINUTES OF APRIL 3, 2024: Ms. Kelley moved to approve the minutes. It was noted that there was an error in the year and needs to be corrected. Mr. Waters seconded, and the minutes were approved unanimously.

5. CHAIR'S REPORTS: Chairman St. Dennis did not have a report.

6. STAFF REPORT: Ms. Horner:

- 151 calls in October. About half and half between landlords and tenant's disputes.
- AGAPE House is doing renovations and have given tenants notice to vacate.

7. MEMBER REPORTS: Tabled until the next meeting.

8. OLD BUSINESS: Letters to Tenants and City Council – Tabled until the next meeting.

9. NEW BUSINESS:

- **Electronic Meeting Policy Adoption:**
 - City council adopted policy enables Boards and Commissions to meet electronically more frequently. The board discussed the necessity of setting up a schedule for in-person and virtual meetings. Ms. Naugle moved to adopt the electronic policy so the board can meet electronically. Ms. Kelley seconded. The policy passed unanimously.
- **LTRB Bylaws Update Discussion:**
 - Discussion on revising the quorum provision outlined in the Bylaws. The board agreed to table this discussion in the interest of time for the next meeting.
- **Housing Master Plan:**
 - Discussed Housing Master Plan kick-off events (September 18th and 25th), Housing Education Month (October), and plans moving forward.
- **Review Guidance:** Tabled until the next meeting

10. ADJOURNMENT: The meeting was adjourned at 9:05 PM