

## **MINUTES – January 14, 2026**

The Housing Authority of the City of Meadville met for the Annual Meeting in the Community Room at Holland Towers at 2:00 p.m., the 8th day of January 2026.

Members Present: Joe Tompkins, Chair  
Marcia J. Yohe, Treasurer  
Cena M. Kneubehl, Secretary

Members Absent: Jane A. Osborne

Also Present: Jon Ketcham, Executive Director  
Christopher Ferry, Solicitor  
Barbara Houserman, Resident Initiatives Coordinator  
Kyle Lynch, Assistant Maintenance Inspector  
TommiJo Davenport, Property Manager  
Charlotte M. Mitchell, Property Manager  
Richard Tucker, Section 8 Housing Inspector  
Vanessa Winner- Section 8 Coordinator  
Jill Chapin, Administrative Assistant

The meeting was brought to order at 2:07 p.m.

### **MINUTES**

A motion to approve the minutes of the January 8, 2025 meeting was made by Ms. Yohe, seconded by Ms. Kneubehl. The motion passed with Directors Yohe, Kneubehl and Tompkins voting in favor.

### **ELECTION OF OFFICERS**

Mr. Ferry reported that the Board Officers can be changed every year or the current slate of Board Officers can remain the same. Mr. Ferry also spoke on the role of each office, stated he would conduct the election and the importance of cleaning up the bi-laws to reflect the key roles the board must cover as they have not been updated in some time. There was discussion regarding the limited number of board members and the key positions that must be covered. Ms. Yohe reported that while HACM does not require a secretary, the position is required by HUD. Ms. Kneubehl spoke on the current bi-laws and the research she has conducted regarding the roles.

Chair- A motion was made to elect Mr. Tompkins as Chair by Ms. Kneubehl, seconded by Ms. Yohe. The motion passed with Directors Yohe, Kneubehl and Tompkins voting in favor.

Vice Chair - A motion was made to elect Ms. Kneubehl as Vice Chair by Mr. Tompkins, seconded by Ms. Yohe. The motion passed with Directors Yohe, Kneubehl and Tompkins voting in favor.

Secretary- A motion was made to elect Ms. Osborne as Secretary by Ms. Yohe, seconded by Mr. Tompkins. The motion passed with Directors Yohe, Kneubehl and Tompkins voting in favor.

Treasurer- A motion was made to elect Ms. Yohe as Treasurer by Mr. Tompkins, seconded by Ms. Kneubehl. The motion passed with Directors Yohe, Kneubehl and Tompkins voting in favor.

A motion was made to adjourn the meeting by Ms. Kneubehl, seconded by Ms. Yohe. The motion passed with Directors Yohe, Kneubehl and Tompkins voting in favor.

