



**ANNUAL MEETING  
FAIR OAKS ADMINISTRATION BUILDING  
BOARD ROOM  
THURSDAY, OCTOBER 23, 2025 at 4:00 P.M.**

**AGENDA**

1. Pledge of Allegiance
2. Roll Call
3. Approval of Agenda
4. Approval of October 24, 2024 minutes
5. Election of Officers
6. Appointment of Secretary-Treasurer
7. Adjournment

**\*NEED BOARD APPROVAL AND/OR RESOLUTION**

**MINUTES OF  
OCTOBER 24, 2024  
ANNUAL BOARD MEETING**

The Board of Commissioners of the Housing Authority of the City of Danville, Illinois d/b/a Vermilion Housing Authority met in annual session on October 24, 2024 at 5:00 p.m. at Fair Oaks Administration Building Board Room, 1607 Clyman Lane, Danville, Illinois.

Chairman O'Shaughnessy asked everyone stand and recite the "Pledge of Allegiance."

Upon roll call requested by Chairman O'Shaughnessy those present and absent were:

<b>PRESENT:</b>	Vice Chairperson - Carla Boyd, Vic McFadden, Chairman - Pat O'Shaughnessy, Tim Tutton, and Courtney Watson
<b>ABSENT:</b>	Deanna Witzel
<b>ALSO PRESENT:</b>	Executive Director, Jaclyn Vinson; Deputy Director, Amber McCoy; Housing Operations Director, Brittany Savalick

Chairman O'Shaughnessy called for any additions or deletions to the agenda. Being none. Chairman O'Shaughnessy called for a motion to approve the agenda as presented. Commissioner McFadden moved that the agenda be approved as presented; motion was seconded by Commissioner Watson. Upon unanimous ayes, approval was granted.

Chairman O'Shaughnessy then called for any additions or deletions to the minutes from the October 19, 2023 annual meeting. Being none, Chairman O'Shaughnessy called for a motion to approve the minutes. Commissioner McFadden moved that the minutes of the October 19, 2023 annual meeting be approved. Commissioner Boyd seconded the motion. Upon unanimous ayes, approval was granted, motion carries.

Chairman O'Shaughnessy stated the next item was the election of officers for the 2024-2025 year and stated that he would preside over the elections. He then declared the office of Board Chairman vacant and asked for a nomination for Chairman of the Board of Commissioners. Commissioner Mcfadden nominated Commissioner O'Shaughnessy as Chairman for the ensuing year, seconded by Commissioner Boyd. Chairman O'Shaughnessy called for nominations for the position of Chairman another two times. There being no further nominations, Commissioner O'Shaughnessy asked for

a motion to close the nominations for Chairman. Commissioner McFadden moved that the nominations for Chairman be closed, seconded by Commissioner Boyd. Chairman O'Shaughnessy said all in favor, signify with and I, unanimous ayes.

Chairman O'Shaughnessy requested a motion to elect Commissioner O'Shaughnessy as Chairman. Commissioner Boyd moved to elect Commissioner O'Shaughnessy as Chairman, seconded by Commissioner Tutton. Chairman O'Shaughnessy called for a roll call vote to declare Commissioner O'Shaughnessy Chairman of the Board which produced the following:

AYES: C. Boyd, V. McFadden, P. O'Shaughnessy, T. Tutton, and C. Watson  
NAYES: None  
ABSENT: D. Witzel

Chairman O'Shaughnessy then declared the position of Vice Chairman vacant and asked for a nomination for Vice Chairman of the Board of Commissioners. Commissioner Tutton nominated Commissioner Boyd as Vice Chairman, seconded by Commissioner McFadden. Chairman O'Shaughnessy called for nominations for the position of Vice Chairman another two times. There being no further nominations, Chairman O'Shaughnessy asked for a motion to close the nominations for Vice Chairman. Commissioner Mcfadden moved that nominations for Vice Chairman be closed, seconded by Commissioner Watson. Chairman O'Shaughnessy requested a motion to elect Commissioner Boyd as Vice Chairman. Commissioner Tutton moved to elect Commissioner Boyd as Vice Chairman, seconded by Commissioner McFadden. Chairman O'Shaughnessy called for a roll call vote to declare Commissioner Boyd for the position of Vice Chairman of the Board which produced the following:

AYES: C. Boyd, V. McFadden, P. O'Shaughnessy, T. Tutton, and C. Watson  
NAYES: None  
ABSENT: D. Witzel

Chairman O'Shaughnessy stated that a Secretary/Treasurer needs to be appointed for the ensuing year. Chairman O'Shaughnessy stated that he moves to reappoint Jaclyn Vinson, Executive Director, to the position. Commissioner McFadden seconded the motion. Chairman O'Shaughnessy called for a roll call vote to declare Jaclyn Vinson, Executive Director, as Secretary/Treasurer which produced the following:

AYES: C. Boyd, V. McFadden, P. O'Shaughnessy, T. Tutton, and C. Watson  
NAYES: None

ABSENT: D. Witzel

There being no further business to come before the Board at the Annual Meeting, Chairman O'Shaughnessy stated that he would entertain a motion for adjournment. Commissioner McFadden that the meeting be adjourned, that motion was seconded by Vice Chairperson Boyd. Chairman O'Shaughnessy said all in favor to adjourn the meeting, signify with and I, unanimous ayes.

The meeting was adjourned at 5:06 p.m.

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Chairman  
The Housing Authority of the City of  
Danville, Illinois d/b/a Vermilion Housing Authority,  
Board of Commissioners

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Secretary/Treasurer  
The Housing Authority of the City of  
Danville, Illinois d/b/a Vermilion Housing Authority,  
Board of Commissioners