

Ilion Housing Authority
Board Meeting
November 18, 2014

Commission Members

Beverlyan Tutty, Chairperson	Joyce Sanchez, Commissioner
Steven Lachacz, Vice Chairperson	Brian Murray, Treasurer
Orlo Burch, Commissioner	Jessie Burton, Resident Commissioner
Thad Luke, Counsel	Fred Hartmann, Village Trustee
Jeffrey McTiernan, Executive Director/Secretary	

1. Call to Order.
Chairperson Tutty called the Board Meeting of the Ilion Housing Authority to order at 5:00 PM in the Ilion Housing Authority Office at London Towers.
2. Roll Call.
Chairperson Tutty and Commissioners Sanchez, Burch, Murray, Lachacz and Resident Commissioner Burton were present. Trustee Hartmann was excused. Director McTiernan and Counsel Luke were present.
3. Approval of the Minutes.
Commissioners read and reviewed the minutes of the October 21, 2014 Regular Board Meeting. Commissioner Sanchez made a motion to accept the minutes as amended and Commissioner Burch seconded the motion. Ayes all.
4. Management Report.
Director McTiernan provided a written monthly report.
5. Tenant Advisory Report. Resident Commissioner Burton provided a report about the upcoming activities.
6. Committee Reports. Commissioner Murray and Director McTiernan provided reports on the ongoing Teamsters negotiations.
7. Financial Report.
 - a. Monthly Transaction Report. The Board of Commissioners reviewed the report.
 - b. Credit Card Transaction Report. The Board of Commissioners reviewed the report.
 - c. Profit/Loss Report. The Board of Commissioners reviewed the report.
 - d. Bank Statements. The Board of Commissioners reviewed the report.

Commissioner Murray made a motion to accept the financial reports as presented.
Commissioner Sanchez seconded the motion. Ayes all.

8. Old Business.

- a. Business Activities.
 1. Mileage Report. Commissioner Murray made a motion to approve the mileage report. The motion was seconded by Commissioner Lachacz. Ayes all.
- b. Construction Update. Director McTiernan provided an update to the board members on the Parking Lot project.
- c. FEMA Update. Director McTiernan provided an update.
- d. PHADA Conference. Director McTiernan noted that the budget could support four attendees. Chairperson Tutty, Commissioner Sanchez, Commissioner Burch and Director McTiernan will attend. The conference was included in the FY2015 budget so no further action is required.

9. New Business

- a. Barring Policy. Director McTiernan presented the board with a Barring Notice Policy. Commissioner Lachacz asked how often individuals were barred. McTiernan noted that only on rare instances are individuals barred. McTiernan reported that any barring notice issued will be included in the Management Report to include the reason for the barring. Resident Commissioner Burton made a motion to approve the policy and Commissioner Burch seconded the motion. Ayes all.
- b. Fair Market Rent Schedule and Payment Standard. Director McTiernan requested that the board increase the payment standard to 100% of the Fair Market Rent Schedule. The current payment standard is 90%. The reason for the increase is because of concerns that quality housing stock may not be available at 90%. Commissioner Lachacz made a motion to change the payment standard to 100% and Commissioner Murray seconded the motion. Ayes all.
- c. Holiday Gift Cards for Family Units. Commissioner Murray made motion to authorize \$780 for holiday gift cards for the families living in Remington Park and Ilion Heights. Commissioner Burch seconded the motion. Ayes all.
- d. London Towers Holiday Dinner. Director McTiernan provided the board members with information regarding the London Towers Holiday Dinner. No further action.
- e. Inspections. Commissioner Murray made a motion to enter into a Memorandum of Agreement with St. Johnsville Housing Authority (STJHA) for Housing Quality Standard (HQS) Inspections. A member of the STJHA staff will provide HQS inspections services for IHA and a member of the IHA staff will provide HQS inspections for STJHA. The cost for inspections will be \$20 per unit. Mileage will be paid only if a personal vehicle is used. Commissioner Sanchez seconded the motion. Ayes all.

- f. Teamsters Contract. Director McTiernan and Commissioner Murray briefed the board on a 5-year contract proposal (see attached). Commissioner Sanchez made a motion to accept the conditions and Commissioner Murray seconded the motion. Ayes all.

10. Open Discussion. NTR.

11. Executive Session for personnel matters. Commissioner Burch made a motion to enter into Executive Session at 6:10 pm to discuss Teamsters negotiations. Commissioner Murray seconded the motion. Commissioner Lachacz made a motion to exit at 6:25 pm to vote on the contract proposal and Commissioner Murray seconded the motion.

Next Scheduled Board Meeting: December 16, 2014 at 5:00 PM

12. Adjourn. Commissioner Burch made a motion to adjourn at 5:30 pm.

Respectfully submitted,

Jeffrey C. McTiernan
Executive Director