

Ilion Housing Authority  
Board Meeting  
December 16, 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 5:15 PM in the Ilion Housing Authority Office at London Towers.
2. Roll Call.  
Chairperson Tutty and Commissioners Sanchez were present via telephone. Commissioners Burch, Murray, Lachacz were present. Resident Commissioner Burton was excused. Trustee Hartmann was excused. Director McTiernan and Counsel Luke were present.
3. Approval of the Minutes.  
Commissioners read and reviewed the minutes of the November 18, 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. NTR.
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 Burch. Ayes all.

b. Construction Update. Director McTiernan provided an update to the board members on the bids received for the 1<sup>st</sup> floor apartments.

c. FEMA Update. Director McTiernan provided an update.

9. New Business

a. Long Term Capital Reserve Budget – Elevators. NTR

b. Long Term Capital Reserve Budget – Hallway Painting. Commissioner Burch made a motion to approve a budget of \$13,300 for hallway painting at London Towers. The work will be completed by Forced Account Labor. Commissioner Murray seconded the motion. Ayes all.

c. Staff Training – Supervision and Management. Director McTiernan briefed the board on the upcoming training event for Heather Lawson and Cathy Avery. Chairperson Tutty commented on the agenda and questioned whether the attendees would be using the skills acquired from the training. Director McTiernan noted that they would be able to utilize these newly acquired skills in their current positions and that the training is essential to their personal development. No further action required.

d. Teamsters Contract. Commissioner Sanchez made a motion to approve the 5 year Teamsters contract 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 to discuss Teamsters negotiations. Commissioner Lachacz seconded the motion. Commissioner Sanchez made a motion to exit to vote on the Teamsters contract proposal and Commissioner Lachacz seconded the motion.

Next Scheduled Board Meeting: January 20, 2015 at 5:00 PM

12. Adjourn. Commissioner Burch made a motion to adjourn at 6:01 pm.

Respectfully submitted,

Jeffrey C. McTiernan  
Executive Director