

Ilion Housing Authority
Board Meeting
April 21, 2015

Commission Members

Beverlyan Tutty, Chairperson	Joyce Sanchez, Commissioner
Steven Lachacz, Vice Chairperson	Brian Murray, Treasurer
Orlo Burch, Commissioner	Lynn Schmiedel, 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 5:05 PM in the Ilion Housing Authority Office at London Towers.

2. Roll Call.

Chairperson Tutty and Commissioner Sanchez were present via telephone. Commissioners Burch, Lachacz and Murray were present. Director McTiernan and Counsel Luke were present. Resident Commissioner Schmiedel was present. Trustee Hartmann was absent.

3. Approval of the Minutes.

Commissioners read and reviewed the minutes of the March 17, 2015 Regular Board Meeting. Commissioner Sanchez made a motion to accept the minutes and Commissioner Burch seconded the motion. Ayes all.

4. Management Report.

Director McTiernan provided a written monthly report.

5. Tenant Advisory Report. Resident Commissioner Schmiedel reported on the comments he has received from other tenants regarding the painting and installation of new carpeting in the hallways at London Towers.

6. Committee Reports. NTR.

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.

Questions were raised about an item describing a loan payment in the employee retirement account, also the breakdown of the revenues in account 3690 and lastly why the business activities balance sheet and profit and loss reports do not square up. Director McTiernan stated that responses will be provided via email. The responses were provided via email by

the staff accountant. Commissioner Murray made a motion to accept the financial reports as presented. Commissioner Burch 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 status of the 1st floor apartment construction.
- c. Elevator Project. Commissioner Sanchez made a motion to authorize the expenditure of up to \$440,000 for the elevator renovation project. Commissioner Lachacz seconded the motion. Ayes all.
- d. FEMA Update. Director McTiernan provided an update.
- e. Fire Damage RP-C1. Director McTiernan reported that the work on Remington Park Apartment C1 has been completed and the unit has been rented.

9. New Business

- a. New Signs. Commissioner Lachacz made a motion to approve the expenditure of \$4,000 to purchase new signs for Remington Park and London Towers. Resident Commissioner Schmeidel seconded the motion. Ayes all.
- b. Stairwell Painting. Commissioner Sanchez made a motion to approve budgeting \$8,550 to the forced account for stairwell painting. Commissioner Murray seconded the motion. Ayes all.
- c. NYSPHADA Conference. The travel request for the NYSPHADA Conference was presented to the board.
- d. Long Term Capital Budget. Commissioner Murray made a motion to approve a budget of \$25,000 from the Long Term Capital Budget for painting the exterior panels at London Towers. Commissioner Sanchez seconded the motion. Ayes all.

10. Open Discussion. NTR.

11. Executive Session for personnel matters.

Next Scheduled Board Meeting: May 19, 2015 at 5:00 PM

12. Adjourn. Commissioner Burch made a motion to adjourn at 6:15 pm.

Respectfully submitted,

Jeffrey C. McTiernan
Executive Director