

Ilion Housing Authority
Board Meeting
January 20, 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 5:00 PM in the Ilion Housing Authority Office at London Towers.

2. Roll Call.

Chairperson Tutty and Commissioner Sanchez were present via telephone. Commissioners Burch, Murray, Lachacz were present. Trustee Hartmann was present. Resident Commissioner Schmiedel was present. Director McTiernan and Counsel Luke were present. Counsel Luke had to depart before all voting matters.

3. Approval of the Minutes.

Commissioners read and reviewed the minutes of the December 16, 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 a final report on the new Teamsters contract. No further action required.

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.
- e. 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 bids received for the 1st floor apartments.
- c. Elevator Project. Director McTiernan provided an update on the London Tower elevator project.
- d. FEMA Update. Director McTiernan provided an update.

9. New Business

- a) Fire Damages. Director McTiernan reported on the fire at Remington Park C1. The apartment was completely destroyed but no major injuries occurred. Director McTiernan explained the accident details. Commissioner Lachacz noted that the staff should be aware of fire hazards as they do their day to day jobs and also educate the residents. Director McTiernan responded that he will talk to the staff and also take steps to educate the residents.
- b) Investments. Director McTiernan discussed with the board an investment strategy. He also provided quotes from three financial institutions. Director McTiernan will continue to work on the strategy.
- c) Audit Review. Director McTiernan presented the results of the independent audit with the Board. No further Action.
- d) Technology Budget. Commissioner Lachacz made a motion to approve a technology budget of \$7450. The funds will be used to purchase tablets for the Commissioners, a laptop for the office and three computers for the Tenant computer lab. The motion was seconded by Commissioner Sanchez. Ayes all.
- e) Resident Commissioner. Director McTiernan introduced Lynn Schmiedel as the new Resident Commissioner after the retirement of Jessie Burton.
- f) Health Care. Commissioner Tutty directed Director McTiernan to investigate additional health care options for employees who are considering retirement.

10. Open Discussion. NTR.

11. Executive Session for personnel matters. Commissioner Murray a motion to enter into Executive Session to discuss personnel issues. Commissioner Burch seconded the motion. Commissioner Burch made a motion to exit executive session and Commissioner Lachacz seconded the motion.

Next Scheduled Board Meeting: February 17, 2015 at 5:00 PM

12. Adjourn. Commissioner Murray made a motion to adjourn at 6:25 pm.

Respectfully submitted,

Jeffrey C. McTiernan
Executive Director