

Ilion Housing Authority

Board Meeting

June 21, 2016

Commission Members

Steven Lachacz, Chairperson

Brian Murray, Vice Chairperson

Orlo Burch, Treasurer

Mark Rose, Counsel

Jeffrey McTiernan, Executive Director/Secretary

Joyce Sanchez, Commissioner

Beverlyan Tutty, Commissioner

Margery Murray, Resident Commissioner

Cindy Kennedy, Resident Commissioner

Fred Hartmann, Village Trustee

1. Call to Order.

Chairperson Lachacz 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.

Commissioners Lachacz, Murray, Burch, Sanchez and Tutty were present. Trustee Hartmann, Director McTiernan and Accountant Avery were present. Counsel Rose and Resident Commissioners Kennedy and Murray were excused.

3. Approval of the Minutes.

Commissioners read and reviewed the minutes of the May 17, 2016 Regular Board Meeting. Commissioner Burch made a motion to approve the minutes as amended and Commissioner Murray seconded the motion. Ayes all with Commissioners Sanchez, Lachacz and Tutty abstaining.

4. Management Report.

Director McTiernan provided a written monthly report and highlighted the key indicator information supplementing the report.

5. Tenant Advisory Report. NTR.

6. Committee Reports. NTR.

7. Financial Report.

a. Monthly Transaction Report. The Board of Commissioners reviewed the report. Commissioner Murray made a motion that the board has reviewed the monthly transactions and Commissioner Tutty seconded the motion. Ayes all.

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 Sanchez made a motion to accept the financial reports as presented and 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 Tutty. Ayes all.
- b. Elevator project. Director McTiernan provided the Board an update on the status of the London Towers elevator project.
- c. FEMA update. Accountant Avery provided the Board with an update on the status of the FEMA project. The final project worksheet has been submitted and the Housing Authority is waiting for final payment from FEMA.

9. New Business

- a. Bond Issuance Agreement between IHA and JGP LLC. Commissioner Burch made a motion to accept Resolution #864 the Bond Issuance Agreement between IHA and JGP LLC as presented. The motion was seconded by Commissioner Tutty. Ayes all.
- b. Annual Plan. Commissioner Murray made a motion to accept Resolution #865 the Annual Plan as presented. Commissioner Burch seconded the motion. Ayes all.
- c. Smoke Free Survey. Results and comments from the smoke free survey were shared.
- d. RAD presentation. Commissioner Burch made a motion to authorize the expenditure of up to \$235 for travel expenses to Ellenville NY. The Executive Director and Accountant Avery will present information about the RAD process. Ayes all.
- e. Write-off. Commissioner Murray made a motion to accept Resolution #866 to write off bad debts in the amount of \$298.70 for B. Mastroberte. Commissioner Tutty seconded the motion. Ayes all.

10. Open Discussion. NTR.

11. Executive Session for personnel matters.

Next Scheduled Board Meeting: July 19, 2016 at 5:00 pm.

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

Respectfully submitted,

Jeffrey C. McTiernan
Executive Director