

Ilion Housing Authority  
Board Meeting  
March 15, 2016

Commission Members

Steven Lachacz, Chairperson	Joyce Sanchez, Commissioner
Brian Murray, Vice Chairperson	Beverlyan Tutty, Commissioner
Orlo Burch, Treasurer	Margery Murray, Resident Commissioner
Mark Rose, Counsel	Cindy Kennedy, Resident Commissioner
Jeffrey McTiernan, Executive Director/Secretary	Fred Hartmann, Village Trustee

1. Call to Order.

Chairperson Lachacz called the Board Meeting of the Ilion Housing Authority to order at 4:59 PM in the Ilion Housing Authority Office at London Towers.

2. Roll Call.

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

3. Approval of the Minutes.

Commissioners read and reviewed the minutes of the February 16, 2016 Regular Board Meeting. Commissioner Murray 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. The Attorney General's Office presented a program entitled "Smart Seniors" at London Towers on February 25, 2016.

5. Tenant Advisory Report. Resident Commissioner Murray provided a written report. Resident Commissioner Kennedy indicated she did not have anything to report at this time.

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 Resident Commissioner Murray 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 Murray made a motion to accept the financial reports as presented and Resident Commissioner Kennedy 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. London Towers Bathroom Project. Director McTiernan provided an update on the bathroom project.
- c. Elevator project. McTiernan informed the Board that only one qualified vendor responded. McTiernan reached out to Otis Elevator several times but they did not submit a bid. The bid from Thyssenkrupp was accepted.
- d. FEMA Update. NTR
- e. Customer Survey. Results and comments from the customer survey were provided to the Board. See Attached.

9. New Business

- a. Auto-out Fire Suppressor budget. Cathy Avery discussed the product with the board. The item was tabled until the April Meeting.
- b. NYSPHADA Conference Travel Proposal. Director McTiernan briefed the board on the training. The proposal is attached.
- c. New York State Insurance Audit Report. Cathy Avery briefed the board on the Audit and indicated that there were no findings.

10. Open Discussion.

11. Executive Session for personnel matters. Nothing to report.

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

12. Adjourn. Commissioner Burch made a motion to adjourn at 6:10 pm.

Respectfully submitted,

Jeffrey C. McTiernan  
Executive Director