

Ilion Housing Authority

Board Meeting
September 20, 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

Joanne Moore, 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. Director McTiernan and Accountant Avery were present. Resident Commissioners Kennedy and Murray were present. Counsel Rose was present. Trustee Moore was excused.

3. Approval of the Minutes.

Commissioners read and reviewed the minutes of the August 16, 2016 Regular Board Meeting. Commissioner Burch made a motion to approve the minutes as amended and Commissioner Tutty seconded the motion. Ayes all.

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 to approve the monthly transaction report 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 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 Tutty. Ayes all.

b. Elevator project. The Board directed Counsel Rose to begin legal proceedings.

c. ED Succession Plan. Accountant Avery presented her succession plan to the Board.

d. Bond Issuance. Nothing to Report.

e. FEMA update. Nothing to Report.

9. New Business

a. Resolution # 868 – FY 2016/2017 Budgets. Accountant Avery presented to the board 2016/2017 Operating Budgets for RAD Project Based, Section 8 Tenant Based and Business Activities. Commissioner Tutty made a motion to approve the three budgets and Commissioner Murray seconded the motion. Ayes all.

b. Commissioner's Conference. Director McTiernan, Accountant Avery, Commissioners Tutty, Sanchez, Burch and Murray will attend the conference.

c. Change of Chairs. Commissioner Sanchez made a motion for a new slate of officers as follows: President-Brian Murray, Vice President-Steve Lachacz, and Treasurer-Orlo Burch.

d. Annual Meeting. The Annual Meeting will be held at the Willow Restaurant at 5PM on October 18, 2016.

e. Resolution #867 - Write-offs. Commissioner Tutty made a motion to approve a write off of \$1,687.45 for K. Washington. Commissioner Sanchez 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 legal actions regarding the elevator project at 5:15. Commissioner Kennedy seconded the motion. Counsel Rose presented to the board the plan for legal action. Commissioner Sanchez made a motion to exit Executive Session at 5:37 and Commissioner Burch seconded the motion. .

Next Scheduled Board Meeting: October 18, 2016 at 5:00 pm.

12. Adjourn. Commissioner Burch made a motion to adjourn at 6:26pm.

Respectfully submitted,

Jeffrey C. McTiernan
Executive Director