

# Ilion Housing Authority

Board Meeting  
August 21, 2018

## Commissioner Members

Brian Murray, Chairperson  
Stephan Lachacz, Vice Chairperson  
Orlo Burch, Treasurer  
Mark Rose, Counsel  
Joanne Moore, Village Trustee

Joyce Sanchez, Commissioner  
Larry Woody, Commissioner  
Margery Murray, Resident Commissioner  
Cathy McGrellis, Executive Director/Secretary

1. Call to Order.  
Chairperson Murray called the Board Meeting of the Ilion Housing Authority to order at 5:00pm at the Ilion Housing Authority offices.
2. Roll Call.  
Chairperson Murray and Commissioners Sanchez, Woody, Lachacz, and Burch were present. Director McGrellis was present. Resident Commissioner Murray was also present. Counsel Rose and Trustee Moore were excused.
3. Approval of the Minutes.  
Commissioners read and reviewed the minutes of the July 17, 2018 Regular Board Meeting. Commissioner Sanchez made a motion to approve the minutes and Commissioner Woody seconded the motion. Ayes all.
4. Management Report.  
Director McGrellis provided a written monthly report and highlighted the key indicator information supplementing the report.
5. Tenant Advisory Report.  
Resident Commissioner Murray provided the board with a written report highlighting the events in July. The Tenants Association's activities will resume in September.
6. Committee Reports. Nothing to report.
7. Financial Report.
  - a. Monthly Transaction Report. The Board of Commissioners reviewed the report for July 2018. Commissioner Butch made a motion to approve the monthly transaction report for July 2018 and Commissioner Lachacz 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 reports.
  - d. Bank Statements. The Board of Commissioners reviewed the reports.  
Commissioner Sanchez made a motion to accept the July 2018 financial reports as presented and Resident Commissioner Murray seconded the motion. Ayes all.

8. Old Business.

- a. Elevator project.
  - i. Vertical Technologies. The law suit and judgement have been filed with the court. If there is any additional information received from Counsel Rose, Director McGrellis will advise the board. No further action is required.
- b. Window Project – Family Units – The window installation at the Family Units is complete. A final walk through has been completed with Sahl’s Glass and the final payment will be made. No further action is required.  
Remington Park Water meter pit – The contract to fix the wall in the Remington Park Water meter pit has been awarded to the lowest bidder and work will begin in August 2018. No further action is required.

9. New Business

10. New Business (30 minutes)

- a. Dan Ficano, Adirondack Financial, investment update – Dan Ficano from Adirondack Financial Services reviewed the Business Activities investment account and asked the board to review the investment policy to see if any changes need to be made.
- b. 2019 PHADA Conference – January 6, 2019 – January 9, 2019 Miami, FL – Director McGrellis advised the board of the 2019 PHADA Conference dates and location. Travel plans will be made in the coming month for board members.
- c. Bulk cable fees for London Towers – Director McGrellis advised the board the cable fees being charged by the cable company are increasing annually. Over the next couple of months the fees will be reviewed and additional research will be done to ensure the Housing Authority is not losing money on the bulk cable service.

11. Open Discussion. Nothing to report.

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

13. Next Scheduled Board Meeting: September 18, 2018 at 5:00pm.

Adjourn. Resident Commissioner Murray made a motion to adjourn at 6:28pm, Commissioner Burch seconded the motion. Meeting adjourned.

Respectfully submitted,

Cathy McGrellis  
Executive Director