

Ilion Housing Authority

Board Meeting

August 20, 2019

Commissioner Members

Brian Murray, Chairperson

Larry Woody, Commissioner

Orlo Burch, Treasurer

Cathy McGrellis, Executive Director/Secretary

Joanne Moore, Village Trustee

Stephan Lachacz, Vice Chairperson

Margery Murray, Resident Commissioner

Pat Whalen, Commissioner

Mark Rose, Counsel

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, Commissioners Woody, Whalen, Lachacz, and Burch were present. Director McGrellis was present. Resident Commissioner Murray was present. Counsel Rose and Trustee Moore were excused.

3. Approval of the Minutes.

Commissioners read and reviewed the minutes of the July 16, 2019 Regular Board Meeting. Commissioner Lachacz made a motion to approve the minutes and Commissioner Whalen 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 discussed the nominations of the Tenant's Association with elections being held on September 11, 2019. Resident Commissioner Murray said a pot luck dinner will be held on August 24, 2019 followed by charades.

6. Committee Reports. Nothing to report.

7. Financial Report.

- a. Monthly Transaction Report. The Board of Commissioners reviewed the reports for July. Commissioner Burch made a motion to approve the monthly transaction reports for July 2019 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 reports.
- d. Bank Statements. The Board of Commissioners reviewed the reports. Commissioner Woody made a motion to accept the July 2019 financial reports as presented and Resident Commissioner Murray seconded the motion. Ayes all.

8. Old Business.
 - a. Concrete/Sidewalk project at Ilion Heights – Director McGrellis advised the board that Maintenance Foreman Salvagni is still working on getting quotes for the concrete and sidewalk replacement project at Ilion Heights. Bids will be provided at the September board meeting.
 - b. Spectrum Wifi – London Towers – Director McGrellis spoke with the Spectrum representative and he will be forwarding a contract over this week. Director McGrellis will be distributing a survey to the residents at London Towers to see if there is interest in receiving Spectrum internet/Wifi services. Once the contract is received Director McGrellis will forward it to the board for review. Updates on the survey results and what is to follow will be discussed at the September board meeting.
9. New Business (30 minutes)
 - a. 2020 PHADA Conference – January 5, 2020 – January 8, 2020 – Director McGrellis advised the board of the 2020 PHADA Conference dates and location. Travel plans will be made in the coming month for board members that plan on attending.
 - b. Write-off to Collections Resolution #905 – Gary Hempling \$382.91 and Susan Danowski \$241.33 total \$624.24 – Commissioner Lachacz made a motion to approve Resolutino #905 write-off to collections Gary Hempling \$382.91 and Susan Danowski \$241.33 total \$624.24 and Commissioner Burch seconded the motion. Ayes all.
10. Open Discussion. Nothing to report.
11. Executive Session for personnel matters. Nothing to report.
12. Next Scheduled Board Meeting: September 17, 2019 at 5:00pm.

Adjourn. Resident Commissioner Murray made a motion to adjourn at 5:44pm, Commissioner Burch seconded the motion. Meeting adjourned.

Respectfully submitted,

Cathy McGrellis
Executive Director