

Ilion Housing Authority

Board Meeting

July 16, 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 5:06pm at the Ilion Housing Authority offices.

2. Roll Call.

Chairperson Murray, Commissioners Woody, Whalen and Burch were present. Commissioner Lachacz was present via telephone. 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 June 18, 2019 Regular Board Meeting. Commissioner Woody made a motion to approve the minutes and Resident Commissioner Murray 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 how the Tenant's Association will be participating in the Doo Dah parade and selling food and baked goods at the Ilion Days Car Show. Resident Commissioner Murray also raised the concerned shared by Tenant's Association having to do with participation from residents in the activities. Director McGrellis will be highlighting the Tenant's Association in the newsletter to hopefully increase interest from London Towers and Family Unit residents.

6. Committee Reports. Nothing to report.

7. Financial Report.

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

8. Old Business.

- a. Fire Alarm Panel replacement – Director McGrellis provided the board with the quote from Johnson Controls to replace the fire alarm panel. Commissioner Woody made a motion to accept the bid for \$29,500.00 from Johnson Controls to replace the fire alarm panel and Commissioner Burch seconded the motion. Ayes all.
- b. Concrete/Sidewalk project at Iliion Heights – Director McGrellis advised the board that Maintenance Foreman Salvagni is still working on getting quotes for the concrete and sidewalk replacement project at Iliion Heights. Bids will be provided at the August board meeting.
- c. Update lighting at Remington Park – Director McGrellis provided the quotes received for the LED lighting from Utica Valley Electric (\$25.48 each), Home Depot (\$23.98 each) and Lowe’s (\$22.80 each). The total to replace the lighting with LED lights for Remington Park is \$3,192.00. No further action is required.
- d. Spectrum Wifi – London Towers – Director McGrellis sent the requested information to the Spectrum Representative and is waiting to hear if any additional information is needed. An update, if available, will be given at the next board meeting.
- e. Family Fun Day – Director McGrellis advised the board that Family Fun Day was a success. Everyone enjoyed the entertainment by John Seymour, the face painting, the ZooMobile and the food and drinks.

9. New Business (30 minutes)

- a. Iliion Days Car Show – The Iliion Days Car Show will be held at London Towers on July 21, 2019. The Tenant’s Association will be having a baked goods sale and DJ Sal Stokes will be hosting the event.
- b. Change in April Minutes – Director McGrellis advised the board there was a resolution number that was incorrect in the April 2019 minutes. Commissioner Burch made a motion to correct the resolution number in the April 2019 minutes and Resident Commissioner Murray seconded the motion. All ayes.

10. Open Discussion. Nothing to report.

11. Executive Session for personnel matters. Commissioner Burch made a motion to enter into Executive Session at 5:44pm and Resident Commissioner Murray seconded the motion. Resident Commissioner Murray made a motion to exit Executive Session at 5:53pm and Commissioner Burch seconded the motion.

12. Next Scheduled Board Meeting: August 20, 2019 at 5:00pm.

Adjourn. Resident Commissioner Murray made a motion to adjourn at 5:53pm, Commissioner Burch seconded the motion. Meeting adjourned.

Respectfully submitted,

Cathy McGrellis
Executive Director