

Ilion Housing Authority

Board Meeting

May 21, 2019

Commissioner Members

Brian Murray, Chairperson

Larry Woody, Commissioner

Orlo Burch, Treasurer

Mark Rose, Counsel

Stephan Lachacz, Vice Chairperson

Margery Murray, Resident Commissioner

Cathy McGrellis, Executive Director/Secretary

Joanne Moore, Village Trustee

1. Call to Order.

Chairperson Murray called the Board Meeting of the Ilion Housing Authority to order at 5:09pm at the Ilion Housing Authority offices.

2. Roll Call.

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

3. Approval of the Minutes.

Commissioners read and reviewed the minutes of the April 16, 2019 Regular Board Meeting. Commissioner Lachacz 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. Director McGrellis shared with the board that the Kentucky Derby party, the 100th birthday party for Ellen Ball and the Tenant's Association breakfast were all well attended. The Tenant's Association has begun planning the summer activities.

6. Committee Reports. Nothing to report.

7. Financial Report.

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

8. Old Business.
 - a. Elevator project.
 - i. Vertical Technologies. Director McGrellis advised the board that there are no recent updates from Counsel Rose regarding the Vertical Technologies judgement. No further action is required.
9. New Business (30 minutes)
 - a. Annual Inspections – Director McGrellis discussed the Annual Inspections completed for all units May 7 and May 8, 2019. Overall the apartments are in decent shape. Maintenance will be working on inspection work orders and other repairs over the next month. Follow up housekeeping inspections will be performed to ensure safe, healthy and sanitary conditions in apartments. No further action is required.
 - b. Landscaping – Director McGrellis provided the board with the spring cleanup quote from Allen’s Village Green. The grounds around the London Towers, Remington Park and Ilion Heights properties will be cleaned, mulched and additional plants will be added. Also the wood chips will be replenished at the playgrounds. The total quote was \$2,878.00. No further action is required.
 - c. Write-off to Collections – Jamie Irwin \$923.28 Resolution #900 – Commissioner Lachacz made a motion to approve Resolution #900 and write-off to collections \$923.28 for Jamie Irwin and Commissioner Woody seconded the motion. Ayes all.
 - d. Fire Prevention expenses – Director McGrellis provided a summary of the total fire safety improvement expenses and other items and events that have an emphasis on fire safety at the Housing Authority. No further action is required.
10. Open Discussion. Nothing to report.
11. Executive Session for personnel matters. Nothing to report.
12. Next Scheduled Board Meeting: June 18, 2019 at 5:00pm.

Adjourn. Commissioner Lachacz made a motion to adjourn at 6:17pm, Commissioner Burch seconded the motion. Meeting adjourned.

Respectfully submitted,

Cathy McGrellis
Executive Director