

# Ilion Housing Authority

Board Meeting  
October 15, 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, Lachacz, Burch, and Whalen were all 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 September 17, 2019 Regular Board Meeting. Commissioner Burch 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 potluck dinner held for retired Tenant's Association President, Ed Greene, BINGO participation has vastly improved and that the Tenant's Association is hard at work planning the upcoming holiday parties.

6. Committee Reports. Nothing to report.

7. Financial Report.

a. Monthly Transaction Report. The Board of Commissioners reviewed the reports for September 2019. Commissioner Woody made a motion to approve the monthly transaction reports for September 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 Burch made a motion to accept the September 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 the project was started on Monday 10/14/19 and will be worked on through the month of October and completed by the end of November.
- b. Spectrum Wifi – London Towers – Director McGrellis advised the board due to the lack of interest in the Wifi services from Spectrum the Housing Authority will not be signing up for the additional services. No further action is required.

9. New Business

- a. Write-off to Collections Resolution #908 – Rachael Harrington \$383.60 – Commissioner Lachacz made a motion to approved Resolution #908 Write-off to Collections – Rachael Harrington \$383.60 and Commissioner Woody seconded the motion. Ayes all.
- b. London Towers Cable fees – Due to the increase in cable costs over the years from Spectrum the cable fee for London Towers has been increased to \$52.00/month effective December 1, 2019. No further action is required.
- c. Conflicts of Interest – Board members reviewed and signed the Conflict of Interest Policy.
- d. Code of Ethics – Board members reviewed and signed the Code of Ethics Policy.
- e. Board Member Confidentiality – Board members reviewed and signed the Board Member Confidentiality Policy.
- f. Union Contract – Negotiations for the 2020 Union Contract are being discussed. The members of the board elected to enter executive session to discuss the details.

10. Open Discussion. Nothing to report.

11. Executive Session for personnel matters. Commissioner Burch made a motion to enter executive session at 5:35pm and Commissioner Lachacz seconded the motion. Resident Commissioner Murray made a motion to exit executive session at 5:59pm and Commissioner Lachacz seconded the motion.

12. Next Scheduled Board Meeting: November 19, 2019 at 5:00pm.

Adjourn. Resident Commissioner Murray made a motion to adjourn at 6:00pm and Commissioner Burch seconded the motion. Meeting adjourned.

Respectfully submitted,

Cathy McGrellis  
Executive Director