

Ilion Housing Authority

Board Meeting
September 15, 2020

Board of Commissioners Members

Brian Murray, Chairperson	Stephan Lachacz, Vice Chairperson
Larry Woody, Commissioner	Margery Murray, Resident Commissioner
Orlo Burch, Treasurer	Pat Whalen, Commissioner
Cathy McGrellis, Executive Director/Secretary	Mark Rose, Counsel
Joanne Moore, Village Trustee	

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 Lachacz and Burch were present. Director McGrellis was present. Commissioner Whalen and Resident Commissioner Murray were present via telephone. Commissioner Woody, Counsel Rose and Trustee Moore were excused.
3. Approval of the Minutes.
Commissioners read and reviewed the minutes of the August 18, 2020 Regular Board Meeting. Commissioner Burch made a motion to approve the minutes and Commissioner Lachacz 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 reported they held a Labor Day cookout at London Towers. The turnout was low.
6. Committee Reports. Nothing to report.
7. Financial Report.
 - a. Monthly Transaction Report. The Board of Commissioners reviewed the report for August 2020. Commissioner Lachacz made a motion to approve the monthly transaction report for August 2020 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 Whalen made a motion to accept the August 2020 financial reports as presented and Resident Commissioner Murray seconded the motion. Ayes all.

8. Old Business.

- a. Security System Upgrade – Director McGrellis presented the proposal from CCNY Tech to upgrade the Remington Park and Ilion Heights security systems. This would include new cameras and adjustments of old cameras to provide more coverage of the complexes. Commissioner Lachacz made a motion to approve \$37,000.00 for Remington Park and \$33,000.00 for security systems upgrades and Resident Commissioner Murray seconded the motion. Ayes all.

9. New Business

- a. 2020-2021 Annual Budgets – RAD, Section 8, Business Activities Resolution #918 – Director McGrellis provided the annual budgets for review of the programs for the 2020-2021 fiscal year. Commissioner Whalen made a motion to approve Resolution #918 2021 Annual Budgets for RAD, Section 8 and Business Activities and Resident Commissioner Murray second the motion. Ayes all.
- b. Write-off to Collections Resolution #919 – Laura Brown \$56.14 – Commissioner Burch made a motion to approved Resolution #919 write-off to collections – Laura Brown \$56.14 and Commissioner Lachacz seconded the motion. Ayes all.
- c. Change of Chairs – the Board of Commissioners decided to table this item due to the absence of Commissioner Woody and it will be tabled until the October 2020 meeting.
- d. Annual Meeting – The annual meeting is schedule for 6:30pm at Tavolo in Utica, NY following the regular board meeting. No further action required.

10. Open Discussion – Director McGrellis informed the board the Annual Inspections for Remington Park and Ilion Heights are being conducted and going well. London Towers will be scheduled in September.

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

12. Next Scheduled Board Meeting: October 20, 2020 at 5:00pm

Adjourn. Resident Commissioner Murray made a motion to adjourn at 5:59pm and Commissioner Lachacz seconded the motion. Meeting adjourned.

Respectfully submitted,

Cathy McGrellis
Executive Director