

# Ilion Housing Authority

## Board Meeting

July 20, 2021

### Board of Commissioners Members

Stephan Lachacz, Chairperson

Larry Woody, Treasurer

Brian Murray, Commissioner

Cathy McGrellis, Executive Director/Secretary

Joanne Moore, Village Trustee

Orlo Burch, Vice Chairperson

Margery Murray, Resident Commissioner

Pat Whalen, Commissioner

Mark Rose, Counsel

1. Call to Order.

Chairperson Lachacz called the Board Meeting of the Ilion Housing Authority to order at 5:03pm at the Ilion Housing Authority office.

2. Roll Call.

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

3. Approval of the Minutes.

Commissioners read and reviewed the minutes of the June 15, 2021, Regular Board Meeting. Commissioner Burch made a motion to approve the minutes and 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 the new committee to help residents find volunteers to take recyclables down to the dumpster for residents who are unable to. Also, the Tenant's Association will be selling bake goods at the Ilion Days Car show.

6. Committee Reports. Nothing to report.

7. Financial Report.

a. Monthly Transaction Report. The Board of Commissioners reviewed the report for June 2021. Commissioner Murray made a motion to approve the monthly transaction report for June 2021 and Resident Commissioner Murray seconded the motion. Ayes all.

b. Credit Card Transaction Report. The Board of Commissioners reviewed the report for June 2021.

c. Profit/Loss Report. The Board of Commissioners reviewed the report for June 2021.

d. Bank Statements. The Board of Commissioners reviewed the report June 2021.

Commissioner Burch made a motion to accept the June 2021 financial report as presented and Commissioner Murray seconded the motion. Ayes all.

8. Old Business.

- a. London Towers Security System – Director McGrellis advised the board Abdo Security has been installing the new cameras throughout the month of July. There will be training for the staff once it is complete.
- b. Mohawk Valley Community Action Weatherization Program – Director McGrellis advised the board there will be a walk-thru of each apartment at Ilion Heights and Remington Park with the staff of Mohawk Valley Community Action on July 21, 2021. This will allow Mohawk Valley Community Action to assess the needs of each apartment. An update will be provided at the August board meeting.

9. New Business

- a. Write-off to Collections Laura Holleran \$437.48 Resolution #928 – Resident Commissioner Murray made a motion to approve the Write-off to Collections Resolution #928 Laura Holleran \$437.48 and Commissioner Murray seconded the motion. Ayes all.
- b. Write-offs to Collection Resolution #922 \$1,580.95 – K. Murray (\$182.22), K. Lapointe (\$135.16), V. Freeman (\$512.01), D. Martinez (\$129.74), H. Shepard (\$621.82) – Commissioner Burch made a motion to approve Write-off to Collections Resolution #922 for a total of \$1,580.95 and Commissioner Murray seconded the motion. Ayes all.

10. Open Discussion. Chairperson Lachacz suggested the Travel Policy be review and discussed at the next board meeting.

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

12. Next Scheduled Board Meeting: August 17, 2021, at 5:00pm

Adjourn. Resident Commissioner Murray made a motion to adjourn at 5:39pm and Commissioner Murray seconded the motion. Meeting adjourned.

Respectfully submitted,

Cathy McGrellis  
Executive Director