

GHA Board of Commissioners
Special Meeting
December 6, 2019 at 9:00 AM

Greenfield Housing Authority – Elm Terrace Conference Room – Greenfield, MA 01301

The Greenfield Housing Authority Board of Commissioners conducted the Special Meeting of the Authority on Friday, December 6, 2019 at the Elm Terrace Conference Room located at 1 Elm Terrace, Greenfield.

ALL TO ORDER

Commissioner Hawkins called the meeting to order at 9:10 a.m.

Commissioners Present: Robert Hawkins, Randi Parks, Jean Wall, William Mason, Trish Leonard

Commissioners Absent: None

Staff Present: Dan Finn, Andi Guy, Gary Nault

Others Present: None

1. ACTIONS

Minutes: Commissioner Parks motioned and Commissioner Wall seconded a motion to approve the minutes of the November 22, 2019 Regular Board meeting.

19-68 Voted 3 in favor; 0 opposed

2. NEW BUSINESS

3. OLD BUSINESS

4. Executive Director Search

The Search Committee discussed the criteria of the advertisement and decided that each member of the Committee would look at the draft advertisement, the DHCD template and the previous advertisement used in the 2014 search and create his/her version of the advertisement. The Committee will meet again on the 13th of December and create the final draft. There was discussion about getting FEE Accountant, Gary DePace, to update the Executive Director Salary Calculation Worksheet to get the correct salary range into the advertisement. The Committee would like to get the advertisement approved by DHCD and out to the public by the first week or so in January of 2020.

5. OTHER BUSINESS

6. **ADJOURNMENT**: Commissioner Mason motioned and Commissioner Leonard seconded a motion to adjourn the meeting at 9:50 a.m.

The next Special meeting of the GHA Board of Commissioners for the month of December has been tentatively scheduled for December 13, 2019 at 9:00 am at the Elm Terrace Conference Room.

Respectfully Submitted,

Daniel W. Finn, Secretary ex officio