

**GHA Board of Commissioners**

**Regular Meeting**

**January 26, 2018 at 1:00 PM**

Greenfield Housing Authority – 1 Elm Terrace – Greenfield, MA 01301

The Greenfield Housing Authority Board of Commissioners conducted the Regular Meeting of the Authority on Friday, January 26, 2018 at the Elm Terrace Conference Room located at 1 Elm Terrace, Greenfield.

1. **CALL TO ORDER**

Commissioner Mason called the meeting to order at 1:10 p.m.

Commissioners Present: Trish Leonard, Randi Parks, William Mason

Commissioners Absent: Rich Fahey, Robert Hawkins

Staff Present: Jodi Clough, Andi Guy

Others Present: None

2. **ACTIONS**

**Minutes:** Commissioner Mason noted that of the three Commissioners present, only two of the Commissioners were in attendance at the 11/27/17 meeting. Approval of the minutes were tabled until the next meeting.

**Executive Director's Report:** Commissioner Leonard motioned and Commissioner Parks seconded a motion to accept the Executive Director's Report for the month of December 2017.

18-1 Voted 3 in favor; 0 opposed

**Monthly Financial/Quarterly Statements:** Commissioner Leonard motioned and Commissioner Parks seconded a motion to approve the December financial statements/3<sup>rd</sup> Quarter statements.

18-2 Voted 3 in favor; 0 opposed

**Wage Match:** Commissioner Leonard motioned and Commissioner Parks seconded a motion to approve GHA's Wage Match Guidelines and certify the Confidentiality Acknowledgements.

18-3 Voted 3 in favor; 0 opposed

**Tenant Account Receivables (TAR) Write-Off:** Commissioner Leonard motioned and Commissioner Parks seconded a motion to approve the Quarterly Tenant Account Receivable Write-Offs in the amount of \$10,103.90.

(18-4) Voted 3 in favor; 0 opposed

**FY18 Budget Revision:** Commissioner Parks motioned and Commissioner Leonard seconded a motion to approve the FY18 Budget Revision.

(18-5) Voted 3 in favor; 0 opposed

**3. OTHER BUSINESS**

**Payment Summary for November and December 2017**

Provided for information.

- 4. Adjournment:** Commissioner Leonard motioned and Commissioner Parks seconded a motion to adjourn the meeting at 2:25 p.m.

The next Regular meeting of the GHA Board of Commissioners is scheduled for February 23, 2018 at 1:00 p.m. at the Elm Terrace Conference Room located at 1 Elm Terrace, Greenfield.

Respectfully Submitted,

Daniel W. Finn, Secretary ex officio