

**GHA Board of Commissioners
Regular Meeting**

March 23, 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, March 23, 2018 at the Elm Terrace Conference Room located at 1 Elm Terrace, Greenfield.

1. CALL TO ORDER

Commissioner Hawkins called the meeting to order at 1:13 p.m.

Commissioners Present: Trish Leonard, Randi Parks, Robert Hawkins

Commissioners Present by Remote Participation: William Mason

Commissioners Absent: Rich Fahey

Staff Present: Jodi Clough, Andi Guy, Dan Finn

Others Present: None

2. ACTIONS

Minutes: Commissioner Leonard motioned and Commissioner Parks seconded a motion to accept the minutes of the January 26, 2018 Regular meeting.

18-11 Voted 3 in favor; 0 opposed

Commissioner Leonard motioned and Commissioner Parks seconded a motion to accept the minutes of February 23, 2018 Regular meeting.

18-12 Voted 3 in favor; 0 opposed

Executive Director's Report: Commissioner Leonard motioned and Commissioner Parks seconded a motion to accept the Executive Director's Report for the month of February 2018.

18-13 Voted 4 in favor; 0 opposed

Monthly Financial Statements: Commissioner Mason motioned and Commissioner Leonard seconded a motion to approve the February financial statements.

18-14 Voted 4 in favor; 0 opposed

2018 Capital Improvement Plan (CIP): Commissioner Leonard motioned and Commissioner Parks seconded a motion to approve the 2018 Capital Improvement Plan.

18-15 Voted 4 in favor; 0 opposed

Quarterly Tenant Account Receivables (TAR) Write-Offs: Commissioner Leonard motioned and Commissioner Parks seconded a motion to approve the quarter ending in 3-31-18 write-offs in the amount of \$1,488.

18-16 Voted 4 in favor; 0 opposed

3. OTHER BUSINESS

Payment Summary for February 2018

Provided for information.

4. EXECUTIVE SESSION – Approval of Minutes & Personnel Matter

Commissioner Hawkins stated the purpose to enter the Executive Session and stated that the meeting would reconvene in Open Session. Commissioner Leonard motioned and Commissioner Parks seconded a motion to call for a roll call vote to enter in Executive Session at 2:18 p.m.

Voted in favor: Commissioners Hawkins, Leonard, Parks and Mason

Opposed: None

Commissioner Leonard motioned and Commissioner Mason seconded a motion for a roll call vote to reconvene in Open Session at 2:28 p.m.

Voted in favor; Commissioners Hawkins, Leonard, Parks and Mason

Opposed: None

5. ADJOURNMENT: Commissioner Leonard motioned and Commissioner Parks seconded a motion to adjourn the meeting at 2:30 p.m.

The next Regular meeting of the GHA Board of Commissioners is scheduled for April 27, 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