GHA Board of Commissioners
Regular Meeting
March 29, 2019 at 1:15 PM

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

The Greenfield Housing Authority Board of Commissioners conducted the Regular Meeting of the Authority on Friday, March 29, 2019 at the Elm Terrace Conference Room located at 1 Elm Terrace, Greenfield.

1. **CALL TO ORDER**

   Commissioner Hawkins called the meeting to order at 1:17 p.m.

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

   Commissioners Absent: William Mason

   Staff Present: Jodi Clough, Dan Finn, Andi Guy

   Others Present: None

2. **ACTIONS**

   **Minutes:** Commissioner Leonard motioned and Commissioner Parks seconded a motion to approve the minutes of the March 8, 2019 Regular Board meeting.

   19-14 Voted 4 in favor; 0 opposed

   **Executive Director’s Report:** Commissioner Parks motioned and Commissioner Leonard seconded a motion to accept the Executive Director’s Report for the month of February 2019.

   19-15 Voted 4 in favor; 0 opposed

   **Monthly Financials:** Commissioner Leonard motioned and Commissioner Wall seconded a motion to approve the February 2019 financial statements.

   19-16 Voted 4 in favor; 0 opposed

   **Tenant Accounts Receivable (TAR) Write-Offs:** Commissioner Leonard motioned and Commissioner Parks seconded a motion to approve the quarterly write-offs in the amount of $4,194.

   19-17 Voted 4 in favor; 0 opposed

3. **NEW BUSINESS**
4. OTHER BUSINESS

Payment Summaries for February 2019
Provided for information.

Conflict of Interest Training
The Commissioners were informed that the Conflict of Interest Training was to be completed in the first quarter of 2019. The training must be completed every two years.

Executive Director Position for FY21
Commissioner Hawkins addressed this item by stating that the Personnel Committee would soon begin the process of looking ahead to the hiring of a new Executive Director for FY21.

5. ADJOURNMENT: Commissioner Wall motioned and Commissioner Leonard seconded a motion to adjourn the meeting at 2:36 p.m.

The next Regular meeting of the GHA Board of Commissioners is tentatively scheduled for April 26, 2019 at 1:15 p.m. at the Elm Terrace Conference Room located at 1 Elm Terrace, Greenfield.

Respectfully Submitted,
Daniel W. Finn, Secretary ex officio