CALL TO ORDER
Commissioner Hawkins called the meeting to order at 4:15 p.m.
Commissioners Absent: William Mason
Staff Present: Thomas Guerino, Andi Guy, Jodi Clough, Ann Borkowski, Gary Nau
Others Present: Laura Jordan, Deb Wilson

1. ACTIONS

Minutes of the 7-27-21 Regular Board Meeting: Commissioner Leonard motioned and Commissioner Mackin seconded a motion to approve the minutes of the July 27, 2021, Regular Board meeting.

21-57 Voted 3 in favor; 0 opposed
No discussion.

Monthly Staff Report for August 2021: Commissioner Leonard motioned and Commissioner Parks seconded a motion to approve the Monthly Staff Report for August 2021.

21-58 Voted 4 in favor; 0 opposed
Discussion: A lengthy discussion regarding the length of time to complete the turnovers, work orders, etc. took place.

Monthly Financials for August 2021: Commissioner Leonard motioned and Commissioner Parks seconded a motion to approve the August financials.

21-59 Voted 4 in favor; 0 opposed
Discussion: There was discussion regarding the cost of painting a unit. The unit had a lot of damage to the walls, which resulting in extra work by the painter. The former tenant was billed for the additional charge.
Tenant Accounts Receivable (TAR) Write-Offs: Commissioner Leonard motioned and Commissioner Parks seconded a motion to approve $7530 in TAR Write-Offs.

21-60 Voted 4 in favor; 0 opposed
Discussion: The $7530 represents delinquent rent and damage charges for an Oak Courts tenant that vacated without notice. It was noted that GHA is now working with a Collection Agency.

Payment Summary for July and August 2021: Commissioner Mackin motioned and Commissioner Parks seconded a motion to approve the Payment Summary for the months of July and August of 2021.

21-61 Voted 4 in favor; 0 opposed
Discussion: A payment to the On-Call painter was questioned due to the amount. It was clarified that the unit that was painted required additional work due to tenant damages.

HUD Housing Choice Voucher Utility Allowance: Commissioner Leonard motioned and Commissioner Mackin seconded a motion to approve the HUD Utility Charts for the Housing Choice Voucher program to be effective 12-1-2021.

21-62 Voted 4 in favor; 0 opposed
No discussion.

Holiday Workshop:
Executive Director, Guerino, stated that he was looking for some input regarding a Holiday Workshop. He stated that the staff was split in their interest in attending such a function. At the very least, GHA could have something catered for an in-house event.

2. Reports and Updates

GHA Monthly Meeting with ET Ta Officers
Executive Director, Tom Guerino, informed the Board that the monthly meeting that was held last week with the Elm Terrace Tenants Association Officers was a productive meeting and that we are moving forward together with some common goals. L’aura Jordan, an ETTA Officer, attended the Board meeting and concurred. Ms. Jordan did address the Board to state that ETTA was still waiting for an official Letter of Recognition.

Collection Agency
Director of Finance, Jodi Clough, presented a list of write-offs from the last 6 years. The list was comprised of State, Winslow, Section-8, and Landlords. The total amount is approximately $132,000. The collection agency, American Credit, will pay out to GHA 33.3% of any debts collected.
Executive Director
Thomas M. Guarino

Respectfully submitted,

motion to adjourn the meeting at 5:24 pm.

3. ANNOUNCEMENTS: Commissioner Mackin motioned and Commissioner Leonard seconded a

maintenance of its properties.

get a prospective project but it is up to individual housing authorities to address the repairs and

out the GH properties on an annual basis. It was explained that they might come out to look

 Tenant Concerns: Tenant Board Representative, Randy Parks, asked if DHCD comes to check

be diverted to the Sidewalk Project.

Elm Terrace has been reduced to a one-building roof replacement so that funds could

Elm Terrace Roof Replacement – A project that called for the replacement of 3 roofs at

in the project

project was ready to be bid at the beginning of 2020, however, COVID forced the delay

Elm Terrace Bathroom Exhaust Project is scheduled to go out to bid in October. This

before year-end and schedule the construction for the spring of 2022.

Discuss several projects (elm Terrace Roofs and main windows) that could be

DHCD to discuss several projects (elm Terrace Roofs and main windows) that could be

the first bid was canceled. The new bid opening is 9/30/2022.

Elm Terrace Sidewalk Replacement – This project is moving forward and GHA met with

the first bid opening is 9/15/2022. The project has gone back out to bid on 9/15/2022.

George Street/Service Net

Tom Guarino informed the board that Service Net is now the entity that oversees the George

Street Program. GHA is in the process of completing a new contract with Service Net.