



BHA Regular Meeting of the Board of Commissioners
February 15, 2022
Via Zoom
Minutes

BOARD MEMBERS PRESENT: Sandy Bessette- Chair; Sharyn Brush, Chris Oldham, Paul Walden, Lindsay Vajda- Secretary
NOT PRESENT: Rose Morrison

ALSO PRESENT: Penny Taylor - Director of HCV / Section 8 Program; Lindsay Vajda- Executive Director; Mary Gerisch

TENANTS PRESENT: None

A quorum being present; the Chair called the meeting to order at 4:49 p.m.

Agenda Item 1- Minutes of prior meeting:

After reviewing the draft Minutes of the prior meeting, and upon motion of Sharyn, seconded by Chris, it was unanimously,

RESOLVED, that the Minutes from the January, 2022 Board of Commissioners meeting be approved to become a permanent part of the records of the corporation.

Agenda Item 2-Executive Director Report:

Lindsay reported that 66 reminder letters were sent this month regarding delinquencies. BHA has received \$16,474.00 in tenant rent from DCF, which tenants are on Reach-Up. BHA has 75 tenants in the VERAP program (not including Section 8 tenants) ,and has received \$246,219.00 from VERAP.

Housekeeping inspections continue to proceed, but COVID presents ongoing challenges to scheduling these inspections.

Lindsay noted that there are currently two evictions underway. The one which is drug-related has a Court date set for 3/28/22; the other is for non-payment.

BHA collaborated on a COVID vaccine Clinic with the Department of Health. The clinic was held in the community room at Willowbrook, and was successful. Vaccines and boosters were available to participants.

Lindsay also noted that the delinquent accounts are a bit lower for January- the total amount at month's end was \$31,411.00. Many VERAP recertifications are still pending.

Agenda Item 3- Staff Reports:

Section 8 Report: Penny updated the Board reporting that BHA has 193 Section 8 vouchers, 192 PBV vouchers and 41 Mainstream vouchers, as well as 11 Section 8 and 6 Mainstream vouchers on the street.

Pet documentation is currently being updated.

She also reported that she is still helping SASH to distribute lunches to Willowbrook tenants each week.

Agenda Item 4- Financials

Accountant has been short staffed and will send reports as soon as they are finished.

Agenda Item 5-Next meeting date

There was discussion relative to the time of day of the meeting. After discussion, the next Board meeting was scheduled for Tuesday, March 15th, at 4:45 pm. It is anticipated that this meeting will take place via Zoom.

Agenda Item 6- Public Comments

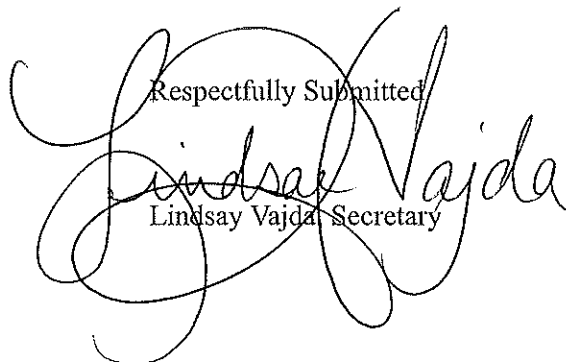
There were no public comments as no members of the public were in attendance.

Agenda Item 7- Other Business

A motion was made by Sharyn, seconded by Chris, to adjourn and move into Executive Session to discuss a confidential personnel matter.

Upon returning from Executive Session, the Board indicated they will be drafting a five year Executive Director contract for Lindsay, each year of which shall correspond with the BHA fiscal year. The contract will be drafted to end on June 30, 2027. Annual performance reviews and year end bonuses will be included, and a 5.9% cost of living increase in salary will amount to \$72,012.00 per year.

There being no further business to be transacted, and upon motion of Sharyn seconded by Paul, the meeting was adjourned 5:38 PM.

Respectfully Submitted

Lindsay Vajda, Secretary