



BHA Regular Meeting of the Board of Commissioners
June 29, 2021
Via Zoom
Minutes

BOARD MEMBERS PRESENT: Sandy Bessette- Chair; Sharyn Brush- Vice Chair; Paul Walden; Lindsay Vajda- Secretary

ALSO PRESENT: Penny Taylor - Director of HCV / Section 8 Program; Lindsay Vajda- Executive Director; Mary Gerisch; Dack Lauzon, Director of Facilities.

TENANTS PRESENT: None

A quorum being present; the Chair called the meeting to order at 5:33 p.m.

Agenda Item 1- Minutes of prior meeting:

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

RESOLVED, that the Minutes from the April 20, 2021 Board of Commissioners meeting be approved as amended to become a permanent part of the records of the corporation.

Agenda Item 2-Executive Director Report:

Lindsay noted that the office staff is finally back in the office, and happy to be there.

Many tenants have applied through the State's rental stabilization program, and BHA has begun to get funds from VSHA and Reach up. This will appreciably reduce the outstanding rents receivable.

Lindsay presented the new financial format and has been working with the accountant to make the forms more understandable and clear. She has also been working with the accountant on the Annual Budget being proposed for acceptance by the Board today.

Agenda Item 3- Staff Reports:

Section 8 Report: Penny updated the Board reporting that we have many Mainstream And Section 8 vouchers on the street. The lack of available apartments is making the lease-ups more difficult, but she continues to develop relationships with local landlords to try to house voucher holders.

Facilities Report: Dack reported that the maintenance staff is finishing up all work orders, not just the emergency work orders that could be done during COVID.

He also reported that the Beech Court renovation/repairs project had again gone out for bids. He received one bid back, in the amount of \$348,480.00, which includes not only durable siding, but also shingles and sheathing. This was the only bid returned, and therefore BHA has done the required due diligence in obtaining this bid. Due to the amount of the bid, the procurement policy requires Board approval. After further discussion, it was, upon motion by Sharyn seconded by Paul, unanimously

RESOLVED, that the bid submitted by JTG be accepted and approved in accordance with the organization's procurement policy and standards; and it was further

RESOLVED, that the process by which this bid was obtained meets all due diligence standards required by the procurement policy.

Agenda Item 4- Financial Reports

Lindsay presented the Financial Reports, and noted that the organization's rent receivables are significantly reduced from the prior financial reports.

After brief discussion, the Board thanked Lindsay for these reports, and there ensued a brief discussion relative to the formatting of the financial reports. Thereafter, upon motion by Sharyn seconded by Paul, it was unanimously

RESOLVED, that the amended Financial Reports submitted to the Board shall be and are hereby, accepted as a permanent part of the records of the corporation.

Agenda Item 5- Resolution # 496- Annual Budget

After few questions and those questions being answered to the satisfaction of the Board, it was, upon motion of Sharyn seconded by Paul, unanimously

RESOLVED, that Resolution number 496, the proposed Annual Budget, is hereby approved as proposed, and shall become a permanent part of the Minutes and Records of the corporation.

Agenda Item 6-Resolution # 497- Termination of Public Housing ACC contract

After discussion as to Resolution 497, and it being a necessary and final step in the conversion to our PBV vouchers and from public housing, it was, upon motion of Sharyn, seconded by Paul, unanimously

RESOLVED, that Resolution number 497 attached hereto as Exhibit A, shall be and is hereby approved as submitted and shall take effect immediately.

Agenda Item 7-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, July 13th, at 4:30 pm. It is anticipated that this meeting will take place in person at Willowbrook Community Room.

Agenda Item 8- Public Comments

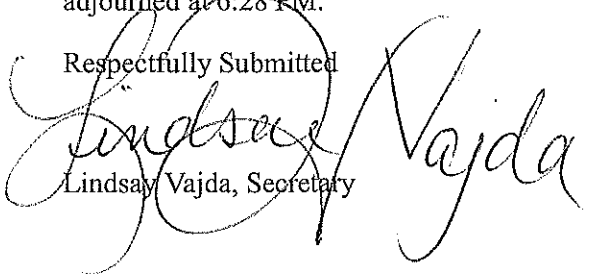
There were no public comments as no members of the public were in attendance.

Agenda Item 9 - Other Business

There was no other business to be transacted.

There being no other business to be conducted, and upon motion of Paul, seconded by Sharyn, the meeting was adjourned at 6:28 PM.

Respectfully Submitted


Lindsay Vajda, Secretary