

AGENDA
HOUSING AUTHORITY BOARD REGULAR MEETING
January 28, 2020

1. Informational Update:

VOUCHER/HAP PROGRAM

- a) 6 recertifications and 3 interims were performed for January 2020.
- b) 8 recertifications and 8 interims were performed for February 2020.
- c) 1 voucher holder leased up and moved in January 1st. 1 participant ported to Brookhaven.
- d) Currently, there are 80 participants.
- e) Asha Gallacher submitted the 5 Year Plan to Suffolk County on January 15, 2020.
- f) Asha Gallacher submitted the audited FASS with the help of BST auditor, Jonathan Gibbs.

February 2020 Monthly Expenses (see attached):

Total Expenses	\$.00
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COMMUNITY DEVELOPMENT

- a) Nina JG Stewart, HA Atty, is drafting a Letter of Understanding for Tenant #3 which will detail the conditions of a month to month lease. Rent must be paid on time, and upon the first instance of late payment, the tenant will be given notice to move out.

February 2020 Monthly Expenses (see attached):

213 Center Street	
Beginning Balance 01/01/2020	\$45,395.60
Total Expenses	\$
Ending Balance	\$

278 Second Street	
Beginning Balance 01/01/2020	\$45,701.88
Total Expenses	\$
Ending Balance	\$

2020 Projected Income:

278 2 nd St, Unit # 1	\$1,350.00
278 2 nd St, Unit # 2	\$1,125.00
278 2 nd St, Unit # 3	\$1,175.00
213 Center St	\$1,125.00
Total Expected Revenue	\$4,775.00

2. Resolutions:

- a) MOTION – to approve the minutes of the November 19, 2019 Board Meeting.
- b) MOTION – to approve the minutes of the January 7, 2020 Board Meeting.
- c) MOTION – to ratify accounts payable for January 2020 for the Housing Authority totaling \$83,110.00.
- d) MOTION – to ratify accounts payable for January 2020 for 213 Center Street totaling \$41,698.55.
- e) MOTION – to ratify accounts payable for January 2020 for 278 2nd Street totaling \$37,938.03.
- f) MOTION – to approve projected accounts payable for February 2020 for the Housing Authority totaling \$
- g) MOTION – to approve projected accounts payable for February 2020 for 213 Center Street totaling \$
- h) MOTION – to approve projected accounts payable for February 2020 for 278 2nd Street totaling \$

3. Next meeting will be held on Tuesday, February 25, 2020 at 5:00pm.

4. Motion to adjourn.



Village of Greenport Housing Authority Regular Board Meeting

MINUTES 11/19/2019

The regular monthly meeting was held on Tuesday, November 19, 2019.

Those present were: Tina Finne, Karen Jimenez, Valerie Shelby, Marilyn Corwin and Asha Gallacher. Meeting was called to order by Board Member Tina Finne at 5:04 pm.

1. Section 8 Housing Update:

- a) 7 recertifications and 2 interims were performed for December 2019.
- b) Currently, there are 80 participants.
- c) Asha Gallacher is continuing to work with Nina JG Stewart to submit the 5 Year Plan.

2. Community Development:

- a) A tenant was issued a Letter of Understanding detailing required terms for timely rent payments and repayment of the rent arrears.

3. Resolutions:

- a) MOTION – was made to approve the minutes of the October 29, 2019 Board Meeting. Valerie Shelby made motion; Karen Jimenez carried.
- b) MOTION – was made to approve projected accounts payable for December 2019 for the Housing Authority totaling \$93,669.08. Marilyn Corwin made motion; Valerie Shelby carried.
- c) MOTION – was made to approve projected accounts payable for December 2019 for 213 Center Street totaling \$351.77. Karen Jimenez made motion; Marilyn Corwin carried.
- d) MOTION – was made to approve projected accounts payable for December 2019 for 278 2nd Street totaling \$4,456.45. Valerie Shelby made motion; Karen Jimenez carried.

Tina Finne made motion to adjourn, second by Valerie Shelby. Motion carried. Meeting adjourned at 5:41 pm.

Respectfully submitted by: Tina Finne, Board Chairperson



Village of Greenport Housing Authority Regular Board Meeting

MINUTES 1/7/2020

The special meeting was held on Tuesday, January 7, 2020.

Those present were: Tina Finne, Christopher North, Valerie Shelby, Marilyn Corwin and Asha Gallacher. Meeting was called to order by Board Member Tina Finne at 5:03 pm.

1. Section 8 Housing Update:

- a) The Civil Rights Certification for 2020 (and submitted with the 5 Year Plan 2020-2025 was signed by Tina Finne.
- b) There were no Challenged Elements to the 5 Year Plan 2020-2025 and this acknowledgement was signed by Tina Finne.

2. Resolutions:

- a) MOTION – was made to approve the Residential Advisory Board (RAB) exemption. Tina Finne made motion; Christopher North carried.
- b) MOTION – was made to approve the 5 Year Plan 2020 -2025. Tina Finne made motion; Marilyn Corwin carried.

Christopher North made motion to adjourn, second by Valerie Shelby. Motion carried. Meeting adjourned at 5:36 pm.

Respectfully submitted by: Tina Finne, Board Chairperson