

GLOVERSVILLE HOUSING AUTHORITY MINUTES OF THE DECEMBER 2024 MONTHLY MEETING

DECEMBER 12, 2024

The Gloversville Housing Authority's Board of Commissioners met at its monthly meeting that was held at Dubois Garden Apartments, 181 West Street Gloversville NY on December 12, 2024 at 1:00p.m.

Board Members Present: **Ellen Anadio, Commissioner**
 Gail Peters, Commissioner
 Ronald Holly, Commissioner
 Sherry Courtney, Resident Commissioner

Others Present: **Anthony Casale, Authority Legal Counsel**
 Kayla Potter – Executive Director
 Clyde Nellis – Authority Accountant

Commissioner Anadio called the meeting to order at 1:00 p.m. All present stood for the Pledge of Allegiance followed by a moment of silence.

Commissioner Anadio conducted a roll call memorializing the presence of the above-named individuals.

Commissioner Anadio opened the floor for public comment, and with there being none, the board proceeded with its agenda.

Commissioner Anadio opened the floor for Announcements by Commissioners, with there being none, the board proceeded with its agenda.

Commissioner Anadio opened the floor for Communications and with there being none, the board proceeded with its agenda.

Commissioner Anadio opened the floor for board committee reports and with there being none, the board continued with its agenda.

Commissioner Anadio opened the floor for old business and with there being none, the board proceeded with its agenda.

The Executive Director's Report was provided by Kayla Potter.

A quick update that the personnel committee met on the 21st to review some changes to our personnel policy. There is a resolution on the agenda today..... We had two move ins at

Kingsboro, two at FHT and one at Dubois for the month of November. ...Occupancy is at 83%, we three tenants pass away and two evictions..... I did a little research with our troubled status, and we're in the trouble since until our PHAS scores are released in June....

So we have a good six months to really bust out the move ins....That kind of leads into my next section with my goal of 2025 is to hit the 95%. I am asking for board approval for a performance stipend for the past year - with my maintenance they just about did everything I've asked and have just been awesome. I mean, I don't know what else to say. They have been great. The sites have improved tremendously. Our turn arounds are speeding up. And the same with tenant relations assistants with the move ins and keeping up on the move outs. They just have been really good, so I'm asking for resolution for that as well..... And we have some surplus machinery that is not being used - we have a Deere old tractor and a mower, and I am looking for an approval on that as well ...And then our painting project is starting at Kingsboro, we're going to push that off until January, but they are going to do the main floor in the office area next week. ...We don't have to undecorate doors and all that good stuff. So after that's done, then we move on to Forest Hill. Once I can pick out a floor color, so that'll take me some time. ...

Commissioner Anadio opened the floor for new business. Commissioner Anadio presented Resolution 876 regarding monthly vendor invoices and read said resolution, said resolution reading as following: into the record as follows: Whereas the Gloversville Housing Authority's Finance Committee has reviewed the monthly vendor invoices for payment of the financial obligations of the Gloversville Housing Authority for the month of November 2024 and finds all payments on the attached list to be in order. Now therefore be it resolved, the Board of Commissioners of the Gloversville Housing Authority has reviewed the monthly vendor invoices for payment as set forth on the attached list." A motion was made by Commissioner Peters adopting Resolution 876, and said motion was seconded by Commissioner Holly. There was no additional discussion and Resolution 876 was approved by a vote of 4-0 in the affirmative.....Resolution 877 regarding GHA employee performance stipends was presented by Commissioner Anadio, a motion was by Commissioner Holly adopting said resolution, with a second by Commissioner Peters. There was no additional discussion and Resolution 877 was approved by a vote of 4-0 in the affirmative. ... Commissioner Anadio presented Resolution 878 regarding the sale of surplus property. A motion was made by Commissioner Holly adopting said resolution, with a second by Commissioner Peters. There was no additional discussion and Resolution 878 was approved by a vote of 4-0 in the affirmative. ... Commissioner Anadio presented Resolution 879 regarding an Updated Personnel Policy for GHA. A motion was made by Commissioner Holly adopting said resolution, with a second by Commissioner Peters. There was no additional discussion and Resolution 879 was approved by a vote of 4-0 in the affirmative.

A motion to adjourn the meeting was made by Commissioner Peters and seconded by Commissioner Holly. The motion carried by a vote of 4-0 in the affirmative. The meeting was adjourned at 1:10 pm.

Dated:

Lashawn Hawkins, Secretary