

Minutes of the
May 10, 2022
Town of Huntington Housing Authority
Board Meeting

A meeting was held on the 10th day of May 2022. The meeting was called to order at 6:24PM by Chairman James McGoldrick in the Board Room at 1 Lowndes Avenue, Huntington Station, NY 11746.

ROLL CALL

There was a roll call, and the following were present: Commissioners: James McGoldrick; Kevin Lyons; Barry Lites; and Sidney Joyner.

Also present: Jacquetta Harris, Executive Director and Paul Levitt, Legal Counsel.

READING AND APPROVAL OF MINUTES

There was a motion to approve the minutes from February 8, 2022, by Chairman McGoldrick, seconded by Commissioner Sidney Joyner. March and April minutes are tabled until the next meeting as they must be approved by Commissioners that were present for that meeting.

COMMUNICATIONS

SECRETARY'S REPORT

DIRECTOR'S REPORT

Executive Director requested that the board approve consolidating bank accounts based on the recommendation of Michael Brown of Marcum and EFPR auditors. As noted, there are no regulatory requirements for the accounts consolidated without harm to the agency. Board approved unanimously.

Executive Director requested that the board approve adopting a presented Capitalization Policy with a threshold of \$5,000.00. Board approved unanimously.

Executive Director requested that the board approve proposed language to the Procurement Policy for disposal of agency's personal assets exceeding \$500.00. Legal counsel recommended that this is a standalone policy, board attendees agreed. Board approved unanimously as policy.

Executive Director requested that the board approve adopting Juneteenth as a holiday for HHA. Conversation ensued if a resolution was needed for this state holiday. Final conversation recommended to have it on the record. Language will be added to the Personnel Manual, Board approved unanimously.

Executive Director requested that the board approve Cyber Insurance that expires 5/15/2022. Cost and services comparison chart was provided for the three options: Cowbell National (Salerno), Corvus (Borg), and Coalition (Borg). The lowest premium, admitted carrier, deductible was selected, which was Cowbell National. Board approved unanimously.

THHA Matters were reviewed. Executive Director provided a PowerPoint presentation for Board Members for Disposing Public Housing. More information will be discussed in the June Board meeting.

The Board received the financial report in the Board Packet for their reference and review. Expenditures, to date actuals, and revenue for Millennium Hills, Gateway Gardens, and THHA are included in the packet. Delinquent rents, bank accounts, and approved checks are included.

OLD BUSINESS

Executive Director provided a Gateway Gardens update: Air quality checks were performed on 4/12/2022 for building 1 and 3 and the reports were included in the Board Packet. BBS Construction Drawings are waiting approval from our partners, Regions.

NEW BUSINESS
from March 14, 2022, Board Meeting

Legal counsel will submit conflict of interest documents for review and signature for future Board meeting.

RESOLUTIONS

Approval of Resolution: The Board approved consolidating 21 bank accounts to 13, based on the recommendation of Marcum and EFPR auditors. Motion offered by Treasurer Barry Lites, seconded by Chairman McGoldrick. Four in favor, none opposed – all in favor. Motion carried unanimously.

Approval of Resolution: The Board approved adopting a new Capitalization Policy with a threshold of \$5,000.00. Motion offered by Chairman McGoldrick, seconded by Commissioner Joyner. Four in favor, none opposed – all in favor. Motion carried unanimously.

Approval of Resolution: The Board approved adopting a new Personal Assets Disposal policy for personal assets exceeding \$500.00. Motion offered by Treasurer Lites, seconded by Chairman McGoldrick. Four in favor, none opposed – all in favor. Motion carried unanimously.

Approval of Resolution: The Board approved adopting a Juneteenth Holiday as the 14 staff holiday. Motion offered by Treasurer Lites, seconded by Vice-Chairman Lyons. Four in favor, none opposed – all in favor. Motion carried unanimously.

Approval of Resolution: The Board approved Cyber Insurance with Cowbell National effective for 5/14/2022 to 5/14/2023. Motion offered by Chairman McGoldrick, second by Commissioner Joyner – all in favor. Motion carried unanimously.

ADJOURNMENT

Motion to adjourn at 7:09 PM by Treasurer Lites, seconded by Chairman McGoldrick-all in favor. Motion carried unanimously.

EXECUTIVE SESSION

None

Submitted by: Jacquetta A. Harris, Executive Director

Dated: _____ Secretary: _____