



John A. Boris, Chairman
Frank J. Milo, Vice Chairman
Maureen Call, Treasurer
Kimberley Driscoll
Claudia F. Chuber

Carol A. MacGown, Executive Director

**MINUTES FOR THE
SEVENTY-FIRST (71ST) ANNUAL MEETING
WEDNESDAY, FEBRUARY 13, 2019
AT 6:00 P.M.**

I. Called Meeting to Order at 6:00 p.m.

II. Roll Call

Present
Maureen Call
Frank J. Milo
John A. Boris

Absent
Vacant Seat
Kimberley Driscoll arrived at 6:07 p.m.

Also Present: Debra A. Tucker, Acting Executive Director, Carol MacGown, and Anne Cameron

III Election of Officers

Office of the Chairman

Frank J. Milo moved to nominate John A. Boris for the Office of Chairman. Maureen Call seconded the motion and the vote was as follows:

<u>Ayes</u>	<u>Nays</u>
3	0

Maureen Call moved that the nominations for the Office of Chairman be closed. Frank J. Milo seconded the motion and the vote was as follows:

<u>Ayes</u>	<u>Nays</u>
3	0



Maureen Call moved that John A. Boris be elected to the Office of Chairman. Frank J. Milo seconded the motion and the vote was as follows:

<u>Ayes</u>	<u>Nays</u>
3	0

Office of the Vice-Chairman

Maureen Call moved to nominate Frank J. Milo for the Office of Vice-Chairman. John A. Boris seconded the motion and the vote was as follows:

<u>Ayes</u>	<u>Nays</u>
3	0

Maureen Call moved that the nominations for the Office of Vice-Chairman be closed. John A. Boris seconded the motion and the vote was as follows:

<u>Ayes</u>	<u>Nays</u>
3	0

Maureen Call moved that Frank J. Milo be elected to the Office of Vice-Chairman. John A. Boris seconded the motion and the vote was as follows:

<u>Ayes</u>	<u>Nays</u>
3	0

Office of the Second Vice-Chairman

Maureen Call moved to nominate Kimberley Driscoll for the Office of Second Vice-Chairman. Frank J. Milo seconded the motion and the vote was as follows:

<u>Ayes</u>	<u>Nays</u>
3	0

Maureen Call moved that the nominations for the Office of Second Vice-Chairman be closed. Frank J. Milo seconded the motion and the vote was as follows:

<u>Ayes</u>	<u>Nays</u>
3	0

Maureen Call moved that Kimberley Driscoll be elected to the Office of Second Vice-Chairman. Frank J. Milo seconded the motion and the vote was as follows:

<u>Ayes</u>	<u>Nays</u>
3	0

Office of the Treasurer

Frank J. Milo moved to nominate Maureen Call for the Office of Treasurer. John A. Boris seconded the motion and the vote was as follows:

<u>Ayes</u>	<u>Nays</u>
3	0

Frank J. Milo moved that the nominations for the Office of Treasurer be closed. John A. Boris seconded the motion and the vote was as follows:

<u>Ayes</u>	<u>Nays</u>
3	0

Frank J. Milo moved that Maureen Call be elected to the Office of Treasurer. John A. Boris seconds the motion and the vote was as follows:

<u>Ayes</u>	<u>Nays</u>
3	0

Office of Assistant Treasurer

The Office of the Assistant Treasurer is vacant at this time.

IV. Check Signers with Alternates

Maureen Call moved that the following are designated as check signers and alternates:

Check Signer: John A. Boris

Alternate: Frank J. Milo

Counter Signer: Maureen Call

Alternate: Frank J. Milo

Frank J. Milo seconded the motion and the vote was as follows:

<u>Ayes</u>	<u>Nays</u>
3	0

V. Manual Check Signers

Maureen Call moved that the following are designated to manually sign checks in the event that the check signature stamp is out of operation:

John A. Boris

Frank J. Milo

Kimberley Driscoll seconded the motion and the vote was as follows:

<u>Ayes</u>	<u>Nays</u>
3	0

VI. Voucher Signers

Maureen Call that the following are designated to sign the vouchers for the checks that are signed through the check signature stamp:

Voucher Signer: John A. Boris
Alternate Voucher Signer: Frank J. Milo

Frank J. Milo seconded the motion and the vote was as follows:

<u>Ayes</u>	<u>Nays</u>
3	0

Kimberley Driscoll arrived at 6:07 p.m.

VII. Employee Check Signer Security Agreement

Maureen Call moved to approve the Employee Check Signer Security Agreement, as presented. Frank J. Milo seconded the motion and the vote was as follows:

<u>Ayes</u>	<u>Nays</u>
4	0

VIII. Release of Executive Session Minutes

Debra A. Tucker, Acting Executive Director, informed the Board of Directors that pursuant to the Attorney General's recommendation, the Salem Housing Authority reviewed the Executive Session Meeting Minutes to determine if any Executive Session Minutes may be released if the purpose for going into Executive Session no longer existed. After review of the Executive Session Minutes, Debra A. Tucker the Acting Executive Director, determined that the following Executive Session Minutes could be released: June 14, 2017 and July 12, 2017

Frank J. Milo moved to release the Executive Session Minutes of June 14, 2017 and July 12, 2017. Maureen Call seconded the motion and the vote was as follows:

<u>Ayes</u>	<u>Nays</u>
4	0

IX. Presentation of By-Laws

The By-Laws of the Salem Housing Authority were distributed for review and will be discussed at the March 2018 Board Meeting.

X. Order of Voting For Roll Call Votes

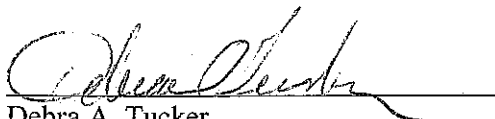
Frank J. Milo moved to approve the Order of Voting for Roll Call Votes as previously adopted to wit: Maureen Call, Frank J. Milo, Kimberley Driscoll, Vacant Seat and John A. Boris. Maureen Call seconded the motion and the vote was as follows:

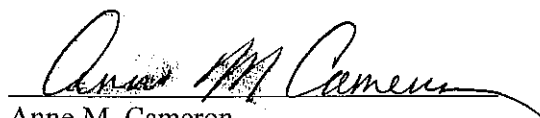
<u>Ayes</u>	<u>Nays</u>
4	0

XI. Maureen Call moved that the Board adjourn into the Regular Meeting of February 13, 2019 at 6:10 p.m. Frank J. Milo seconded the motion and the vote was as follows:

<u>Ayes</u>	<u>Nays</u>
4	0

Respectfully Submitted,


Debra A. Tucker
Acting Executive Director


Anne M. Cameron
Executive Secretary