



John A. Boris, Chairman
Frank J. Milo, Vice Chairman
Peter K. Strout, Second Vice Chairman
Maureen Call, Treasurer

Carol A. MacGown, Executive Director

**MINUTES FOR THE
SEVENTIETH (70TH) ANNUAL MEETING
WEDNESDAY, FEBRUARY 14, 2018
AT 6:00 P.M.**

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

II. Roll Call

Present

Maureen Call
Peter K. Strout
John A. Boris

Absent

Frank J. Milo
Vacant Seat

Also Present: Carol MacGown and Anne Cameron

III Election of Officers

Office of the Chairman

Peter K. Strout moved to nominate John A. Boris for the Office of Chairman. Maureen Call seconded the motion and the vote was as follows:

Ayes
3

Nays
0

Peter K. Strout moved that the nominations for the Office of Chairman be closed. Maureen Call seconded the motion and the vote was as follows:

Ayes
3

Nays
0

Peter K. Strout moved that John A. Boris be elected to the Office of Chairman. Maureen Call seconded the motion and the vote was as follows:

Ayes
3

Nays
0



Office of the Vice-Chairman

Maureen Call moved to nominate Frank J. Milo for the Office of Vice-Chairman. Peter K. Strout 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. Peter K. Strout 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. Peter K. Strout 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 Peter K. Strout for the Office of Second 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 Second 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 Peter K. Strout be elected to the Office of Second 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 Treasurer

Peter K. Strout 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>
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3

0

Peter K. Strout moved that the nominations for the Office of Treasurer be closed. John A. Boris seconded the motion and the vote was as follows:

Ayes
3

Nays
0

Peter K. Strout moved that Maureen Call be elected to the Office of Treasurer. John A. Boris seconds the motion and the vote was as follows:

Ayes
3

Nays
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: Peter K. Strout
Counter Signer: Frank J. Milo
Alternate: Peter K. Strout

Peter K. Strout seconded the motion and the vote was as follows:

Ayes
3

Nays
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

Peter K. Strout seconded the motion and the vote was as follows:

Ayes
3

Nays
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

Peter K. Strout seconded the motion and the vote was as follows:

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

VII. Employee Check Signer Security Agreement

Maureen Call moved to approve the Employee Check Signer Security Agreement, as presented. Peter K. Strout seconded the motion and the vote was as follows:

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

VIII. Release of Executive Session Minutes

Carol A. MacGown informed the Board that the Attorney General recommends review of the Executive Session Meeting Minutes annually. The Executive Session Minutes may be released once the purpose for going into Executive Session no longer exists. She also informed the Board that she and Anne Cameron reviewed the Executive Session Minutes and it appears that there are no Executive Session Meeting Minutes which can be released at this time.

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

Maureen Call moved to approve the Order of Voting for Roll Call Votes as previously adopted to wit: Maureen Call, Frank J. Milo, Vacant Seat, Peter K. Strout and John A. Boris.

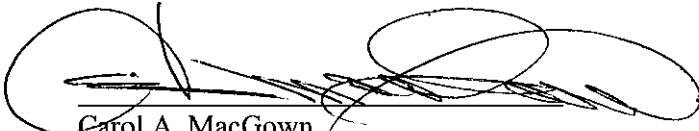
Peter K. Strout seconded the motion and the vote was as follows:

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

XI. Maureen Call moved that the Board adjourn into the Regular Meeting of February 8, 2018 at 6:05 p.m. Peter K. Strout seconded the motion and the vote was as follows:

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

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'Carol A. MacGown', written over a horizontal line.

Carol A. MacGown
Executive Director

Anne M. Cameron
Executive Secretary