



John A. Boris, Chairman
Frank J. Milo, Vice Chairman
Peter K. Strout, Second Vice Chairman
Maureen Call, Treasurer
William E. Luster, Assistant Treasurer
Carol A. MacGown, Executive Director

**MINUTES FOR THE
SIXTY-NINTH (69TH) ANNUAL MEETING
WEDNESDAY, FEBRUARY 8, 2017
AT 6:00 P.M.**

I. Call Meeting to Order

II. Roll Call

Present

Maureen Call
Frank J. Milo
John A. Boris

Absent

Peter K. Strout
Vacant Seat

Also Present: Carol MacGown and Anne Cameron

III Election of Officers

Office of the Chairman

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

Ayes
3

Nays
0

Frank J. Milo 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

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:

Ayes
3

Nays
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 Peter K. Strout 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 Peter K. Strout 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:

Ayes
3

Nays
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:

Ayes
3

Nays
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:

Ayes
3

Nays
0

Office of Assistant Treasurer

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

() moves to nominate () for the Office of Assistant Treasurer. () seconds the motion and the vote is as follows:

Ayes

Nays

() moves that the nominations for the Office of Assistant Treasurer be closed. () seconds the motion and the vote is as follows:

Ayes

Nays

() moves that () be elected to the Office of Assistant Treasurer. () seconds the motion and the vote is as follows:

Ayes

Nays

IV. Check Signers with Alternates

Frank J. Milo 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

Maureen Call seconded the motion and the vote was as follows:

Ayes
3

Nays
0

V. Manual Check Signers

Frank J. Milo moved that the following are designated to manually sign checks in the event that the check signer machine is out of operation:

John A. Boris
Frank J. Milo

Maureen Call seconded the motion and the vote was as follows:

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

VI. Voucher Signers

Frank J. Milo that the following are designated to sign the vouchers for the checks that are signed through the check signer machine:

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

Maureen Call seconded the motion and the vote was as follows:

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

VII. Employee Check Signer Security Agreement

Frank J. Milo moved to approve the Employee Check Signer Security Agreement, as presented and authorize Carol A. MacGown to implement said agreement. Maureen Call 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 2017 Board Meeting.

X. Order of Voting For Roll Call Votes

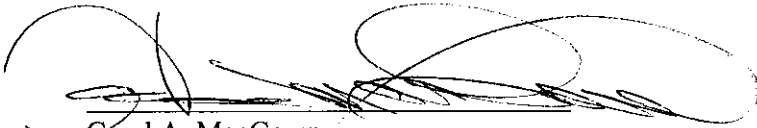
Frank J. Milo moved to approve the Order of Voting for Roll Call Votes as previously adopted to wit: Maureen Call, Frank J. Milo, Vacant Seat, Peter K. Strout and John A. Boris.
Maureen Call seconded the motion and the vote was as follows:

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

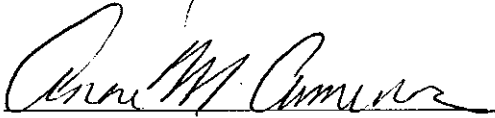
XI. Maureen Call moved that the Board adjourn into the Regular Meeting of February 8, 2017 at 6:05 p.m. Frank J. Milo seconded the motion and the vote was as follows:

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

Respectfully Submitted,



Carol A. MacGown
Executive Director



Anne M. Cameron
Executive Secretary