



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

Carol A. MacGown, Executive Director

**MINUTES FOR THE
SIXTY-FIFTH (65TH) ANNUAL MEETING
WEDNESDAY, FEBRUARY 13, 2013**

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

II. Roll Call

Present

Maureen Call
Frank J. Milo
Peter K. Strout
John A. Boris

Absent

Also Present: Carol A. MacGown and Anne M. 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

Maureen Call
Frank J. Milo
Peter K. Strout
John A. Boris

Nays

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

Maureen Call
Frank J. Milo
Peter K. Strout
John A. Boris

Nays

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

Maureen Call
Frank J. Milo
Peter K. Strout
John A. Boris

Nays

Office of the Vice-Chairman

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

Ayes

Maureen Call
Frank J. Milo
Peter K. Strout
John A. Boris

Nays

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

Ayes

Maureen Call
Frank J. Milo
Peter K. Strout
John A. Boris

Nays

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

Ayes

Maureen Call
Frank J. Milo
Peter K. Strout
John A. Boris

Nays

Office of the Second Vice-Chairman

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

Ayes

Maureen Call
Frank J. Milo
Peter K. Strout
John A. Boris

Nays

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

| | |
|-----------------|-------------|
| <u>Ayes</u> | <u>Nays</u> |
| Maureen Call | |
| Frank J. Milo | |
| Peter K. Strout | |
| John A. Boris | |

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

| | |
|-----------------|-------------|
| <u>Ayes</u> | <u>Nays</u> |
| Maureen Call | |
| Frank J. Milo | |
| Peter K. Strout | |
| John A. Boris | |

Office of the Treasurer

Peter K. Strout moved to nominate Maureen Call for the Office of Treasurer. Frank J. Milo seconded the motion and the vote was as follows:

| | |
|-----------------|-------------|
| <u>Ayes</u> | <u>Nays</u> |
| Maureen Call | |
| Frank J. Milo | |
| Peter K. Strout | |
| John A. Boris | |

Peter K. Strout moved that the nominations for the Office of Treasurer be closed. Frank J. Milo seconded the motion and the vote was as follows:

| | |
|-----------------|-------------|
| <u>Ayes</u> | <u>Nays</u> |
| Maureen Call | |
| Frank J. Milo | |
| Peter K. Strout | |
| John A. Boris | |

Peter K. Strout moved that Maureen Call be elected to the Office of Treasurer. Frank J. Milo seconded the motion and the vote was as follows:

| | |
|-----------------|-------------|
| <u>Ayes</u> | <u>Nays</u> |
| Maureen Call | |
| Frank J. Milo | |
| Peter K. Strout | |
| John A. Boris | |

Office of Assistant Treasurer

The Office of Assistant Treasurer will remain vacant.

IV. Check Signers with Alternates

Peter K. Strout 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: Vacant

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

Ayes Nays
Maureen Call
Frank J. Milo
Peter K. Strout
John A. Boris

V. Manual Signers

Peter K. Strout 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:

Ayes Nays
Maureen Call
Frank J. Milo
Peter K. Strout
John A. Boris

VI. Voucher Signers

Peter K. Strout 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:

Ayes Nays
Maureen Call
Frank J. Milo
Peter K. Strout
John A. Boris

VII. Employee Check Signer Security Agreement

Peter K. Strout moved to approve the Employee Check Signer Security Agreement, as presented and authorize Carol A. MacGown to implement said agreement. Frank J. Milo seconded the motion and the vote was as follows:

Ayes

Maureen Call
Frank J. Milo
Peter K. Strout
John A. Boris

Nays

VIII. Presentation of By-Laws

The By-Laws of the Salem Housing Authority were distributed for review and will be discussed at the March 2013 Board Meeting.

IX. Order of Voting For Roll Call Votes

Frank J. Milo moved that the first member to vote will be Maureen Call
Frank J. Milo moved that the second member to vote will be Frank J. Milo
Frank J. Milo moved that the third member to vote will be the vacated seat
Frank J. Milo moved that the fourth member to vote will be Peter K. Strout
Frank J. Milo moved that the fifth member to vote will be John A. Boris

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

Ayes

Maureen Call
Frank J. Milo
Peter K. Strout
John A. Boris

Nays

X. Adjournment into the Regular Meeting at 6:10 p.m.

Respectfully Submitted,



Carol A. MacGown
Executive Director



Anne M. Cameron
Executive Secretary