



John A. Boris, Chairman  
Kimberley Driscoll, Vice Chair  
Charity Lezama, Treasurer  
Benjamin Shallop, Assistant Treasurer  
Sue Kirby, Second Vice Chair  
and Tenant Representative

Cathy Hoog, Executive Director

**MINUTES FOR THE  
SPECIAL MEETING  
FRIDAY, AUGUST 27, 2021  
10:00 a.m.**

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**I. Called Meeting to Order at 10:00 a.m.**

**II. Roll Call**

Present

Benjamin Shallop  
Kimberley Driscoll  
Charity Lezama  
John A. Boris

Absent

Sue Kirby

Also Present: Cathy Hoog, Executive Director and Anne Cameron, Executive Assistant

**III. New Business**

Management Services Agreement with Marblehead Housing Authority

(New Business Agenda item will be reviewed after Executive Session adjourns and Open Session reconvenes)

Cathy Hoog presented to the Board the Management Services Agreement with the Marblehead Housing Authority. Prior to the Board approving said management agreement the Board asked Cathy to gather the following information to be presented and discussed at another Special Meeting:

Administrative and Maintenance Staff Organization Chart  
Unit Breakdown  
Work Order History  
Budget Information  
Performance Management Review  
Independent Financial Audit and Agreed Upon Procedures

The Motion below will be tabled until the Board receives all of the requested information and another Special Board Meeting is held to discuss the same.



( ) moves to approve the Management Service Agreement between Marblehead Housing Authority and the Salem Housing Authority as presented. ( ) seconds the vote and the roll call vote is as follows:

Ayes

Nays

**IV. Other Business/Late Communications**

There was no other business or late communications.

**V. Adjournment into Executive Session**

Charity Lezama moved that the Board convene into Executive Session at 10:05 a.m. to discuss strategy sessions in preparation for negotiations with nonunion personnel or to conduct collective bargaining sessions or contract negotiations with nonunion personnel. The board will reconvene into Open Session at the conclusion of Executive Session

Charity Lezama seconded the motion and the roll call vote was as follows:

Ayes

Nays

Benjamin Shallop  
Kimberley Driscoll  
Charity Lezama  
John A. Boris

**Adjournment of Special Board Meeting**

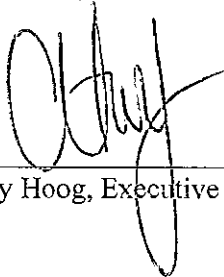
Kimberley Driscoll moved to adjourn the open session of the Special Board Meeting at 11:05 a.m. Charity Lezama seconded the motion and the roll call vote was as follows:

Ayes

Nays

Benjamin Shallop  
Kimberley Driscoll  
Charity Lezama  
John A. Boris

Respectfully Submitted,



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Cathy Hoog, Executive Director



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Anne M. Cameron, Executive Assistant