



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

**AGENDA FOR THE
SPECIAL MEETING
WEDNESDAY, NOVEMBER 17, 2021
AT 6:00 P.M.**

I. Call Meeting to Order

II. Roll Call

III. Minutes of Previous Meeting(s)

- Acceptance of Minutes of the Regular Board Meeting on October 13, 2021

IV. Tenant/Public Engagement

V. Communications

- September/October 2021 Mass NAHRO Newsletter
- Updated Waitlist
- SHA Department Reports (Move In, Move Out, State and Federal, Modernization Report, Voucher Report, Resident Service Coordinators Report and Completed Work Orders for Month of September 2021)
- Performance Evaluation for Cathy Hoog for Board Members to complete

VI. Reports of the Committees

VII. Report of the Executive Director

- November 2021

VIII. Unfinished Business

- Executive Director Performance Evaluation

IX. Recommendations of the Chairman

X. Report of the Treasurer

- Bills and Transfers for the period October 1, 2021 through October 31, 2021

XI. New Business

- Year End Submissions -Quarterly Operating Statements (Quarter Ending 9/30/21) and Year End Financial Statements (FYE 9/30/21) for Programs 4001 and MRVP
- Fiscal Year End 9/30/2021 Certification of Top 5 Compensation Form
- Certification of Compliance with Notification Procedures for Federal and State Lead Paint Laws
- Amended Rent Collection Policy
- Illegal Dumping Policy
- Controlled Non-Profit Corporation or Affiliate (Non-Controlled) Non-Profit Corporation
- Section 8 Management Assessment Plan (SEMAP)
- Section 8 Utility Allowance Study
- Wage Match Guidelines
- Bid for the Removal of 134 Disconnected Boilers, Hot Water Tanks, Piping and Related Materials at Rainbow Terrace
- Annual Holiday Employee Luncheon

XII. Other Business /Late Communications

XIII. Adjournment

