

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 OF THE
REGULAR MEETING
WEDNESDAY, JANUARY 12, 2022
6:00 p.m.**

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

II. Roll Call

Present

Sue Kirby
Benjamin Shallop
Kimberley Driscoll
Charity Lezama
John A. Boris

Absent

Also Present: Cathy Hoog, Executive Director, Debra Tucker, Assistant Executive Director, Gary Dean, Maintenance Director, Anne Cameron, Executive Assistant, Jacqueline Guzman, Director of Leased Housing

III. Minutes of Previous Meeting(s)

Charity Lezama moved to accept the Minutes of the Special Meeting held on Wednesday, November 17, 2021 Sue Kirby seconded the motion and the **roll call** vote was as follows:

Ayes

Sue Kirby
Benjamin Shallop
Kimberley Driscoll
Charity Lezama
John A. Boris

Nays

Charity Lezama moved to accept the Minutes of the Regular Meeting held on Wednesday, December 8, 2021 Kimberley Driscoll seconded the motion and the **roll call** vote was as follows:

Ayes

Sue Kirby
Benjamin Shallop

Nays



Kimberley Driscoll
Charity Lezama
John A. Boris

IV. Tenant/Public Engagement

Charity Lezama -I think we want to open the Tenant/Public Engagement for tonight. It doesn't seem to be on the agenda tonight.

Cathy Hoog -- Thank you for bringing that up, Charity. We inadvertently left that off the agenda. It is typically right before communications. It was left off the discussions page but not the agenda. Thank you.

Don Rivard -- President of the Charter Street Tenant Association, 27 Charter Street -- On behalf of all our tenants, we would like to wish you a Happy New Year and Best Wishes on your deliberations for the coming year. Thank you.

Cathy Hoog -- Thank you Don! Happy New Year to you as well.

Gene Collins -- 4 Pioneer Terrace -- We wish you all a Happy New Year! We are hoping for better communications and more honest communications from the Board and the Housing Authority. We find the housing authority growing and we are finding a lot of obstacles of the Housing Authority Administration. It is really, really disturbing and very sad that the tenants here are in fear of the Housing Authority and the fact that we are not getting any activities done on a timely basis. We know the Covid is here and we are also aware of the problem with the staff which I know you saw last year and didn't act fast on it. With that being said, we are looking for a friendly and honest and professional approach to this year. I will, again, for the 3rd time ask the Board for their help in helping us to maintain positive relations. Last year I asked the Board for help and got nothing. This year is January 2022 and I am asking it again. Would you please be a little bit more involved in the LTO and help us in our work to try and make it a safe place for all of us to live. Further comments were made by Gene and further discussion ensued amongst the Board and the Executive Director surrounding Gene's comments.

John Boris -- Cathy, we will talk about this and see if I can get a couple of volunteer Board Members to address and have a meeting with them. Does everyone agree with that?

Charity Lezama -- I am happy to help.

Benjamin Winthrop -- I am happy to help as well, provided we make it a Covid safe environment and everyone is masked and take a Rapid Test before meeting.

John Boris -- I agree.

V. Communications

- Correspondence to John Boris, Chair dated December 6, 2021 relative to FY22 Sustainability Initiative for Resiliency - #258172 705-2B SHMCAP Flood Elevation Survey. This award is in the amount of \$15,000.00.
- Updated Waitlist
- SHA Department Reports (Move In, Move Out, State and Federal, Modernization Report, Resident Service Coordinator Report, Voucher Report and Completed Work Orders for Month of December 2021)

Sue Kirby – Modernization question – 667-5 – Kitchen and Bath remodel. Is that something that is just happening at Charter Street? How do you choose which developments get chosen? Is it every time someone moves out? What is the theory behind it?

Debbie Tucker - This plan was approved by CIP RCAT Improvement Plan. We are going to add in Colonial and Pioneer Terrace. To date, we are working at Charter Street and what we are trying to do is improve and update the kitchens and bath at vacancy. It is the least disruptive to residents and that is the way we chose to get in and modernize so of these old kitchens and baths.

Sue Kirby – How many kitchens and baths will the \$207,000.00 budgeting for the project cover?

Debbie Tucker – It varies. One Unit might require more work than another. We just finished our first round and I think we are up to about 11 at Charter Street.

Cathy Hoog – It is going a little bit slower because we added in 2 additional developments at Pioneer Terrace and Colonial Terrace.

Sue Kirby – How does expanding the buildings speed it up?

Cathy Hoog – More Units more money spent.

VI. Reports of the Committees

There were no reports of the committees.

VII. Report of the Executive Director

- See attached report of the Executive Director

Cathy Hoog – does anyone have any questions on my monthly report? I am happy to answer any questions.

Kimberley Driscoll – I just wanted to know more about the \$15,000.00 grant. Can you expand on that? Kudos for all the grant dollars that you have been able to bring back to the Authority usually for important work. Was this sustainability?

Cathy Hoog – Yes, I am happy to. As you know, these days there is a real focus on sustainability and protecting our environment and looking for things that promote resiliency and DHCD rolls out from time-to-time different opportunities for Housing Authorities to through their hat in. They were looking folks to assist them in studying areas that were prone to flooding and we do have a property right now that is in a high-risk zone for flooding and that is our Congress Street property. With a little bit of effort, we applied for this opportunity and were able to get some money to be part of a study on how we are going to deal with flood zones and elevations issues and what we may do to incorporate design features to assist not only the existing properties but the properties in the future. It Is a great study to be a part of and we are happy to do it. These opportunities often lead to additional opportunities because we participate in the study and we learn wat design features are possible but they often lead to additional opportunities for enhancements are our sites. It is a great thing to be a part of.

Kimberley Driscoll - I just want to recognize that these dollars are those early dollars helping us assess conditions in dovetail with a lot of work the City is doing. I know we have one grant that we are working on in that whole Pioneer Terrace/Palmer Cove area focused on environmental justice and sustainability obviously the work we are doing at the park there. I appreciate the extra work that you are to try and bring dollars to the housing authority. It puts us in a better position to take advantage of assessment work like this to then sight the need and then put together the scope and move forward. So, thank you.

Cathy Hoog – Absolutely. It is great when you participate in these types of studies and smaller funding pools, you have an opportunity to apply for larger grant pools sometimes as a match. It is always something to consider.

Sue Kirby – New Series of Presentations – Is this coming from the Service Coordinators? Who is organizing this and who are the resident leaders that are participating in it?

Cathy Hoog- Well, we are hoping to ask some resident leaders to participate. This is a new program that we are rolling out this year. The Resident Services Department is going to head up this program and the way we envision it is that we will have a monthly opportunity for people to connect remotely initially and then ideally in person in the future so that we have a platform that is consistent and people can expect that at a certain time every month there will be an opportunity to call in and participate in some sort of a discussion that is wellness oriented or geared to a particular service program or projector ideally just an opportunity to meet with SHA staff. It could be myself, a Board Member, Resident Leaders in the community, an opportunity for people to connect and further grow the relationships that we have with our residents and community members and our staff. We are really excited about this. Some more information will be out next

week about this. The first presentation is February 9, 2022 and we will be looking for people to participate. It would be nice to have a board member or 2 to be a speaker at these presentations. It will be a less formal opportunity for folks to get to know the Board Members and to continue making connections and involving our residents in the day to day and the future. We are excited about it.

Kimberley Driscoll - Regarding Rapid Tests we are working with the Housing Authority to deploy rapid test with the residents before the holidays as sort of an opportunity before gathering to try to and slow any spread and isolate cases. We have another round of Rapid Tests so I know we will be working with you to reach out to tenant organizations We do need to track these so people would need to request them and sign out a test but hopeful that people will take advantage of it. There are so many long lines. Testing is in such high demand and for many of our residents it may not be convenient. None of have the time or energy to wait in these long lines so the more that we can spread the word or our LTOs if you could help us spread the word that Rapid Tests will be available particularly if you are symptomatic or you have been in close contact because that is when we think they are most useful. I just want to thank the housing authority. It is a sign out period. We hope that people use them judiciously. We are looking forward to ensuring that all our residents both our family units and our senior housing units and any vulnerable population can have access to them in as easy or quick a fashion as possible

Cathy Hoog – thank you for raising that Mayor. I appreciate that. I have been in contact with the Board of Health recently about the latest distribution. We did receive a distribution early on and it has been helpful. We ended up distributing approximately 300 of those Rapid Tests to our residents and some of our staff as well. We appreciate the partnership and we are glad to accept more and to distribute more to our residents. Thank you so much for that. We appreciate it.

Sue Kirby – I think it would be helpful to work closely with the Tenants Associations to distribute those to tenant’s door to door. In our situation and the last one, our property manager was leaving for vacation the day before she would normally be there so I think people had to go over to Leefort Terrace to pick them up and there is a lot of people in my building who don’t have cars and who don’t go out. To deliver it door to door would be much more efficient.

Cathy Hoog – We can easily make that happen Sue.

Sue Kirby – I am not speaking for all the other Tenants Organizations but I am sure that they would be happy to participate in that as well.

Kimberly Driscoll – Thing for us is to hopefully set up a hotline at an email address “hey I need a rapid test” because they do need to be signed for. There is a finite number of them so we just don’t want to distribute them and drop them on door steps.

Sue Kirby – We took everyone’s name who took one and had them sign off.

VIII. Unfinished Business

- Cathy Hoog's Employee Performance Evaluation.

We are still waiting for one more evaluation for the Executive Director from Ms. Driscoll.

Kimberley Driscoll – I'm sorry. I will complete it. I commit to getting it done this week. Apologies.

Cathy Hoog – that is okay. No worries. We know how busy you are.

Cathy Hoog – Board Members if you will recall we have discussion a few months back filing some paper work for our non-profit organization and we had raised this again and 2 Board Members were absent at that meeting so we decided to table it and I just want to bring it up again because it would be very useful for us especially in light of our development career and how we are pushing forward with the Leefort Terrace Project it would be helpful for us to get this ball rolling. It is a matter of me reaching out to the attorney and giving the go ahead and say, "okay we want to get this paperwork started and get things going." The important decision that I would need to put before the Board as we discussed there are two different types of non-profit affiliations, one is the Controlled Non-Profit and or Affiliate which is the Non-Controlled and you may recall we had some notes distributed at the last Board Meeting or 2 Board Meetings ago and we had a presentation so I wanted to raise it again we don't necessarily have to vote on it tonight but it would be great if we could and get that rolling. I am also available to answer any questions you might have on it. If you would like to table it again, we can.

Discussion ensued between the Board Members and Cathy Hoog surrounding the 2 different types of Non-Profits.

John Boris - I am in favor of this but it would be interesting for you to find out from some of the Directors as to what they have done creatively with their Controlled Non-Profits that have helped them.

Cathy Hoog – I can tell you know that it has all been about development and about development of new housing programs. That is the main intention of doing so.

Further discussion ensued amongst the Board Members and Cathy Hoog.

After discussion, the Board agreed to vote as follows:

- Controlled Non-Profit Corporation or Affiliate (Non-Controlled) Non-Profit Corporation

Cathy Hoog presented the Summary from the Special Board of Directors Meeting on July 14, 2021 relative to a Controlled Non-Profit Corporation or Affiliate

(Non-Controlled Non-Profit Corporation and request that the Board Vote on which type of Non-Profit Corporation they would like to create.

Sue Kirby moved to authorize Cathy Hoog, Executive Director to hire Attorney Teresa Santalucia of the law firm of Klein Hornig to create a Controlled Non-Profit Corporation as per the attached summary from the Special Board Meeting on July 14, 2021. Benjamin Shallop seconded the motion and the **roll call** vote was as follows:

Ayes

Nays

Sue Kirby
Benjamin Shallop
Kimberley Driscoll
Charity Lezama
John A. Boris

IX. Recommendations of the Chairman

There were no recommendations of the Chairman.

X. Report of the Treasurer

Bills and Transfers

Cathy Hoog presented the Bills and Transfers to the Board for approval.

Kimberley Driscoll move to approve the bills and transfers for the period December 1, 2021 through December 31, 2021 as presented. Charity Lezama seconded the motion and the **roll call** vote was as follows:

Ayes

Nays

Sue Kirby
Benjamin Shallop
Kimberley Driscoll
Charity Lezama
John A. Boris

Balance Sheet and Statements of Revenues and Expenses

The Executive Director presented the Balance Sheet and Statements of Revenue and Expenses to the Board of Directors.

Charity Lezama moved to accept the Balance Sheet and Statements of Revenues and Expenses prepared by Rick Fenton of Fenton, Ewald & Associates, P.C. for two (2) month ending December 31, 2021. Benjamin Shallop seconded the motion, and the **roll call** vote was as follows:

Ayes

Sue Kirby
Benjamin Shallop
Kimberley Driscoll
Charity Lezama
John A. Boris

Nays

XI. New Business

Cell Phone Access

In accordance with Budget Guidelines the Executive Director will request that the Board Approve certain administrative and maintenance employees for cell phone access. Please see attached list.

Charity Lezama moved to approve certain administrative and maintenance employees for cell phone access as per the attached list. Benjamin Shallop seconded the motion and the vote was as follows:

Ayes

Sue Kirby
Benjamin Shallop
Kimberley Driscoll
Charity Lezama
John A. Boris

Nays

Collection of Losses – Write Offs through December 31, 2021 per Public Housing Notice 2017-17

Cathy Hoog presented to the Board of Directors the Collection of Losses – Write Offs Through 12/31/21 per Public Housing Notice 2017-17.

Benjamin Shallop moved to approve write offs through December 31, 2021, for State Development 667 in the amount of \$2,726.50 and State Development 200 in the amount of \$1,112.00 for a total amount of \$3,838.50 pursuant to Public Housing Notice 2017-17.

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

Ayes

Nays

Sue Kirby
Benjamin Shallop
Kimberley Driscoll
Charity Lezama
John A. Boris

Legal Services Agreements

The Director will present the Agreement for Legal Services between the Salem Housing Authority and the Law Office of Casey & Lundregan, P.C. for the period October 1, 2021 through September 30, 2022.

Kimberley Driscoll – Have you ever explored in house counsel? I don't know if it would be any less expensive but just as an aside. I am happy to vote on these and we have gotten good service from both firms but just want to flag if that is ever of interest.

Cathy Hoog – Absolutely. It has been something I have been keeping my eye on and it may not be any cheaper. The other complication is that we have a large volume of cases for Casey & Lundregan and having an in-house attorney would limit us but with a firm the cases can be distributed amongst several member of the firm. We tend to get great service with a firm. It is something that I think should be on the table and considered,

Kimberley Driscoll - I think if you look at the hours... it is about 450 hours for the \$70,000 divided by \$160.00. I know that we have a lot on our plate but if you had someone that was there all the time. You still need outside counsel on occasion but it may be worthwhile at some point to think about that's all.

Cathy Hoog – I agree with you .Perhaps if we crunch the numbers a little bit further it may drive us to a different decision. I think what worries me the most is the volume of cases we have an enormous volume. It worries me whether someone in house could keep up with that.

Charity moved to approve the Agreement for Legal Services between the Salem Housing Authority and the Law Office of Casey & Lundregan, P.C. for the period October 1, 2021 through September 30, 2022 for an amount not to exceed \$70,000.00 at an hourly rate of \$160.00 and authorize Chairman John A. Boris to execute said agreement. Benjamin Shallop seconded the motion and the **roll call** vote was as follows:

Ayes

Nays

Sue Kirby
Benjamin Shallop
Kimberley Driscoll
Charity Lezama
John A. Boris

Legal Services Agreement

The Director presented the Agreement for Legal Services between the Salem Housing Authority and the Law Office of Tinti & Navins, P.C. for the period October 1, 2021 through September 30, 2022.

Sue Kirby – what kind of law does Tinti & Navis do for the SHA?
Cathy Hoog – they serve our labor and union personnel issues.

Sue Kirby – didn't you just negotiate the Union Contract? Is that going to be coming up again in the next 2 years.

Cathy Hoog – That is a 3-year contract and will be coming up in 2023 again.

Charity Lezama moved to approve the Agreement for Legal Services between the Salem Housing Authority and the Law Office of Tinti & Navins for the period October 1, 2021 through September 30, 2022 for an amount not to exceed \$20,000.00 at an hourly rate of \$200.00 and authorize Chairman John A. Boris to execute said agreement. Sue Kirby seconded the motion and the **roll call** vote is as follows:

Ayes

Sue Kirby
Benjamin Shallop
Kimberley Driscoll
Charity Lezama
John A. Boris

Nays

New Hire – Section 8 Housing Coordinator

There were two (2) candidates selected to be interviewed for the open position for full-time Section 8 Housing Coordinator. Cathy Hoog, Executive Director and Jacqueline Guzman, Director of Leased Housing interviewed the 2 candidates. Cathy will present Julissa Cespedes to the Board of Directors.

Sue Kirby – Is Julissa replacing anyone?

Cathy Hoog -We had one of our staff retire in Section 8 so this is an open position.

Benjamin Shallop moved to make a conditional offer of employment to Julissa Cespedes with a six (6) month probationary period for a full-time position as a Section 8 Housing Coordinator at an annual salary of \$52,000.00 with a start date of February 7, 2022. Employment is also conditioned upon receipt of a passed SHA paid physical examination including drug test and a favorable Criminal Offense Record Information

(CORI) check. Kimberley Driscoll seconded the motion, and the **roll call** vote was as follows:

Ayes

Nays

Sue Kirby
Benjamin Shallop
Kimberley Driscoll
Charity Lezama
John A. Boris

New Hire – Maintenance Laborer/Maintenance Mechanic 1

There were three (3) candidates selected to be interviewed for the open position of Maintenance Laborer/Maintenance Mechanic 1. Cathy Hoog, Executive Director and Gary Dean, Director of Maintenance interviewed the candidates. Cathy will present Christian Rudloff to the Board of Directors.

Cathy Hoog – We were originally going to present 2 candidates to you but we are only presenting 1 candidate which is the first candidate and that would be Christian Rudloff. I am happy to answer any questions at this time. We had one of our maintenance mechanics move on to another position.

Charity Lezama moved to make a conditional offer of employment to Christian Rudloff with a six (6) month probationary period for a full-time position as a Maintenance Laborer/Maintenance Mechanic 1 at an hourly rate of \$28.41 per hour with a start date TBD. Employment is also conditioned upon receipt of a passed SHA paid physical examination including drug test and a favorable Criminal Offense Record Information (CORI) check. Benjamin Shallop seconded the motion, and the **roll call** vote was as follows:

Ayes

Nays

Sue Kirby
Benjamin Shallop
Kimberley Driscoll
Charity Lezama
John A. Boris

Barton Square Condominium and the 288 Essex Street Condominium, Trustee Appointments

Cathy Hoog, Executive Director will inform the Board that Debra A. Tucker's position as Trustee of the Barton Square Condominium and the 288 Essex Street Condominium

will be expiring on January 28, 2022. Cathy will ask the Board to appoint her as Trustee of the Barton Square Condominium and the 288 Essex Street Condominium
Cathy Hoog – Debbie Tucker’s position as Trustee is expiring at the end of January 2022 and we are going to replace her with me as trustee to represent the SHA. Both require a Board Vote to make that change.

Sue Kirby – What is it with Unit 1, 2, and 3? I have never heard of this before.

Cathy Hoog – They are condominiums within the building have a Trust Association and they must have members appointed on their board and the Salem Housing Authority must have representation and Charity is representation for the Zisson Building.

Debbie Tucker – We don’t own the entire building. For example, at the Zisson Building we own the top 2 stories that house elderly housing and same with the Barton Square Condo as well we own the top 2 stories and there are store fronts on the first floor. The entire building is split up into units.

Cathy Hoog – So, there is a person named for each of the Condos that exist. I think that is what Sue is asking. Why is it broken down into units? I think this is the way it has been set up for many, many years and we don’t see a reason to change it.

Kimberley Driscoll moved to appoint Cathy Hoog as a trustee to represent the Salem Housing Authority for 288 Essex Street Condominium Trust for a term of two years commencing January 28, 2022 and expiring on January 27, 2024 in accordance with the 288 Essex Street Condominium Trust dated the 5th day of January 1982, Article III, Section 3.2. Charity Lezama seconded the motion and the vote was as follows:

Ayes

Nays

Sue Kirby
Benjamin Shallop
Kimberley Driscoll
Charity Lezama
John A. Boris

Kimberley Driscoll moved to appoint Cathy Hoog as a trustee to represent the Salem Housing Authority for Barton Square Condominium Trust for a term of years commencing January 28, 2022 and expiring on January 27, 2024 in accordance with the Barton Square Condominium Trust Agreement dated the 5th day of January 1982, Article III, Section 3.2. Sue Kirby seconded the motion and the roll call vote was as follows:

Ayes

Nays

Sue Kirby
Benjamin Shallop
Kimberley Driscoll
Charity Lezama
John A. Boris

Proposed Change to Longevity Plan, Section of the Salem Housing Authority's Administrative Personnel Policy

Cathy Hoog will present and discuss with the Board of Directors the proposed Change to Longevity Plan, Section of the Salem Housing Authority's Administrative Personnel Policy. This change will update the current Administrative Policy to match the AFSCME Union Contract (maintenance department employees).

Cathy Hoog – Board Members you may recall that we have recently approved another contract for our Collective Bargaining Unit Employees and within that contract they received an increase for their longevity payments which is tied to their years of service. I wanted to have the longevity payments for the administrative staff match that of union staff and that will require a change in our personnel policy. The section that particularly spells out the longevity payments for administrative staff. You can see that it would match what the collective bargaining unit staff for longevity payments. I felt that it was fair to have these payments match for both administrative staff as well as the maintenance union staff.

Sue Kirby – Do you know when the last time this was raised?

Cathy Hoog – I do not. I would have to go back and search and see when it was changed.

Debbie Tucker – At least a decade or more.

Cathy Hoog - Thank you for supporting our staff.

Benjamin Shallop moved to approve the proposed change to the Longevity Plan Section of the Salem Housing Authority's Administrative Personnel Policy as presented. Sue Kirby seconded the motion and the **roll call** vote was as follows:

Ayes

Nays

Sue Kirby
Benjamin Shallop
Kimberley Driscoll
Charity Lezama
John A. Boris

Certificate of Final Completion for DHCD #258116 Lock Replacement at 27 Charter Street

Cathy Hoog presented and discussed with the Board of Directors Certificate of Final Completion for DHCD #258116 Lock Replacement at 27 Charter Street.

Cathy Hoog – The formality when a job is finished, we typically put before the Board the Certificate of Substantial and then final completion when the project is complete. It does require a Board Vote and there is a final payment with this in the amount of \$19,926.18. This was a great

project. The residents are quite pleased with the key fobs. Ideally it has made things a lot easier for folks in the building.

Sue Kirby – Is this some wave of the future or is there a reason why Charter Street is particularly suited for this.

Cathy Hoog – This is a wave of the present but not so much for housing authority properties. Key fobs are generally a lot more user friendly especially for folks with physical disabilities or seniors that coming in with packages. It Is a lot easier to wave the fob than using a key. From a management perspective it is great for the housing authority we can keep track of who has been issued fobs and when folks enter with the fobs, we can tell who it was issued to for security reasons.

Charity Lezama moved to accept the Certificate of Final Completion and approve final payment of \$19,926.18 for DHCD #258116 Lock Replacement at 27 Charter Street as submitted by MJS Construction, Inc. and approved by Derby Square Architects.

Benjamin Shallop seconded the motion and the roll call vote was as follows:

Ayes

Sue Kirby
Benjamin Shallop
Kimberley Driscoll
Charity Lezama
John A. Boris

Nays

XII. Other Business/Late Communications

Attached you will find itemized Covid-19 Expenses.

Cathy Hoog – if you have any questions with the itemized Covid-19 Expenses feel free to ask.

Sue Kirby – It is mostly Federal Housing and Section 8 and I am wondering was there any money spent in state properties from Covid this year?

Cathy Hoog – We received a significantly larger amount of money from the Federal Programs so most of the expenses were charged to the Federal Programs.

Sue Kirby – Last Year at this time, we voted to give the staff hazard pay but I didn't see anything in here that was large enough to reflect that.

Cathy Hoog – I would have to take a minute to look.

Debbie Tucker – these are the accounts payable totals and the other would be under payroll which we could get that and have it for you for the next board meeting.

XIII. Adjournment

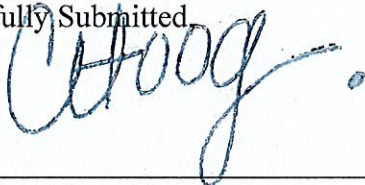
Benjamin Shallop moved that the Board convene into Executive Session at 7:15 p.m. to discuss the discipline or dismissal of, or complaints or charges brought against a public officer, employee, staff member or individual. The Board will not reconvene into Open Session and will adjourn the meeting from Executive Session. Charity Lezama seconded the motion and the **roll call** vote was as follows:

Ayes

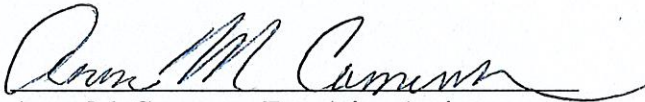
Sue Kirby
Benjamin Shallop
Kimberley Driscoll
Charity Lezama
John A. Boris

Nays

Respectfully Submitted,



Cathy Hoog, Executive Director



Anne M. Cameron, Executive Assistant