



Cathy Hoog, Executive Director

Main Office and Public Housing Department
27 Charter Street, Salem, MA 01970

Section 8 Department & Procurement/Modernization
136 Canal Street, Suite 2, Salem, MA 01970

Telephone: 978-744-4431 Fax: 978-744-9614
Website: www.salemha.org

2023 NOV 15 AM 9:53

**AGENDA FOR THE
SPECIAL MEETING
WEDNESDAY, NOVEMBER 15, 2023
6:00 p.m.**

- I. Call Meeting to Order**
- II. Roll Call**
- III. Acceptance of the Minutes of Previous Meeting(s)**
 - Acceptance of Minutes of the Special Meeting of September 27, 2023
 - Acceptance of Minutes of the Regular Meeting of October 11, 2023
- IV. Tenant/Public Engagement**
- V. Report of the Executive Director**
 - Executive Director Report – November 2023
- VI. Communications**
 - Updated Waitlist
 - SHA Department Reports (Move In, Move Out, State and Federal,
 - CHAMP Report, Modernization Report, Voucher Report, Family Self-Sufficiency Report, Resident Service Coordinators' Reports and Completed Work Orders for Month of August 2023)
 - Picture of SHA Tenants at the Mass Union of Public Housing Tenants Convention in October 2023.
- VII. Reports of the Committees**
- VIII. Unfinished Business**
 - Salem Housing Authority – By-Laws Discussion
- IX. Recommendations of the Chair**



X. Report of the Treasurer

- Bills and Transfers for the period October 1, 2023 through October 31, 2023

AM 9:58
10/23

XI. New Business

- Year End Submissions
- Quarterly Operating Statements (Quarter Ending 9/30/23) and Year End Financial Statements (FYE 9/30/23) for Programs 4001 and MRVP
- Fiscal Year End 9/30/2023 Certification of Top 5 Compensation Form
- Certification of Compliance with Notification Procedures for Federal and State Lead Paint Laws
- Cathy Hoog's Performance Evaluation
- Quote to Conduct the Annual Single Audit and Agreed Upon Procedures
- Certificate of Substantial Completion as of October 6, 2023 for EOHLC Project Number 258166 Waterproofing and Brick Repointing at Phillips House
- Wage Match Guidelines
- SEMAP Certification
- Negotiating Team - Union Negotiations between Salem Housing Authority and American Federation of State, County and Municipal Employes Local 2742, Council 93 – September 2023
- Annual Holiday Employee Luncheon

XII. Other Business /Late Communications

XIII. Adjournment

This notice posted on "Official Bulletin Board"
City Hall, Salem, Mass. on _____
at _____ in accordance with MGL Chap. 30A
Sections 18-25.