

Village of Nyack Housing Authority
Board Meeting Minutes of June 25, 2013
Depew Manor 6:30 P.M.

Board Members Present: Minerva Parker, Drew Burke, Michelle Bullock, Robert Gundersen, Robert Reese and Daniel Jean-Gilles.

Also Present Was: Toni Keys, Executive Director (ED); Gregg Coffey, Attorney, and tenants (see attached list).

Call to Order

A quorum of the directors was present. Minerva Parker called the meeting to order at 6:35 P.M.

Approval of Minutes

On a motion by Michelle Bullock and seconded by Robert Gundersen the May minutes were approved with the addition of Robert Reese to the Grievance Committee.

Bills & Communications

On a motion by Michelle Bullock and seconded by Drew Burke the financial reports were approved and carried unanimously.

Section 8 Voucher Report

The report was reviewed and accepted on a motion by Robert Gundersen and seconded by Daniel Jean-Gilles.

Officers' and Committee Reports

Robert Gundersen gave an update from the Personnel Committee. He stated that the Personnel Policy was discussed by the committee and recommendations were sent to the board for review. He informed everyone that the Personnel Policy would be worked on at the next workshop meeting. He also reminded everyone that they were send evaluation documents and asked if everyone could complete them and bring them to the workshop meeting so that he could review them and consolidate the information for an overall evaluation.

Executive Director (ED) Report

On a motion by Daniel Jean-Gilles and seconded by Robert Gundersen the ED's report was accepted.

The ED informed the board that NYS Homes & Community Renewal notified her that they have a grant funds available to help with the playground. The ED asked the board to sign a contract to request an extension for the grant funds. On a motion by Richard Gressle and seconded by Minerva Parker the board moved to request the extension.

Old Business

Drew Burke asked if NYS Public Housing applicants had to be residents of 10960. The ED explained that living in the 10960 area was no longer a requirement to be on the NYS Public Housing waiting list; however there is a preference for 10960.

Gregg Coffey informed the board that they could not restrict the terms of the housing authority board members.

Gregg Coffey notified the board that he reviewed and made some recommendations to the bylaws for the board's review. He also suggested that they be put on the agenda for the July meeting to be approved.

Gregg Coffey confirmed the meeting with the District Attorney's office for July 10, 2013 at 2:00pm. He also clarified that the purpose of the meeting was to discuss roles of the housing authority and the District Attorney's office and how to work together and open lines of communication.

New Business

Michelle Bullock discussed the status of the web site for the housing authority. She reminded the board that she had someone that was willing to work with the housing authority. She indicated that he requested a sample and that when she communicated that to the ED through email, she felt probed by the ED and that the ED was out of line. She stated that she felt the ED took the request personal. The ED explained that was not the case and her communications were misperceived and that she was following past practice.

The board agreed that Michelle Bullock will follow up with the web designer and present a sample page to the board for review.

Community Comments

Louise Parker informed the board that the Village wanted to know if the housing authority would be revisiting the breakfast program. After some discussion the board informed Louise Parker that the housing authority did not have any immediate plans to revisit the breakfast program at this time.

Robert Reese inquired about the community funds provided for community events by the housing authority. The ED explained that the community funds were still available but the tenant representatives no longer were given the funds. The housing authority would be responsible for making purchases for the event.

Robert Reese stated that he would like to have regular meetings with the Depew Manor tenant representative.

Mary Ellen Natale of the Legal Aid Society stated that she had recently attended a tenant meeting at Waldron Terrace where she was explaining the tenant's obligation to comply with program rules and regulations. She explained that the tenants were not clear on when and how often they had to report income and address changes. Mary Ellen Natale also asked if the board would contact NYS Housing & Community Renewal in reference to waiving the income of minor children. Ms. Natale also indicated that there should be a grievance process in place for tenants that feel that they have exhausted all avenues with the office. The board informed her that there was a grievance committee established and all grievances should be directed to them in accordance with the policy. Mary Ellen suggested that the board clarify and publicize the policy.

Gregg Coffey recommended that the board set forth a grievance policy and make it part of the leasing package and send it to tenants.

Stacey Stewell introduced herself as a Professor of History at St. Thomas Aquinas College in Sparkill. She informed the board that she had been speaking with the ED in reference to a course she would like to offer to students at the college which would educate them on the history of low income housing. She informed the board that she would continue to work with the ED to establish areas in which her students could be of help.

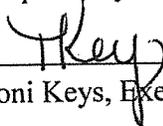
Executive Session

The board moved into to executive session to discuss personal letters from two tenants.

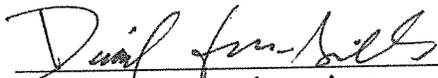
Adjournment

The meeting was adjourned at 8:30 P.M, on a motion by Robert Gundersen and seconded by Michelle Bullock and carried unanimously.

Respectfully submitted by,



Toni Keys, Executive Director



Signature, date minutes approved