

**CATSKILL HOUSING AUTHORITY
BOARD MEETING
WEDNESDAY, JANUARY 26, 2022
5:00 P.M.
MINUTES**

PRESENT:

Patrick Hernandez
Samuel Aldi
Veronica Evans

Timothy Mattice, Interim Executive Director

ABSENT:

Clark McKinnon
Karen Gilchrist

CALL TO ORDER:

Patrick Hernandez: Roll call taken for Wednesday, January 26, 2022, quorum met, meeting to proceed.

Timothy Mattice discussed the Annual Meeting. Officers have to be elected for the 2022 year. Not all members are present. Annual Meeting has been tabled. Board will reconvene the Annual Meeting for next meeting.

SECRETARY'S REPORT:

Timothy Mattice opened a discussion regarding the Housing Authority's Bank Account Balances and the financial state of the authority. Bank accounts are looking good. The 2021 Capital Fund program grant has been transferred to the account and in early spring we should be receiving the Capital Fund grant for 2022.

Tenant Receivables/Arrears discussion took place Tenant past due balances. Situation is still dire. The past due amounts grow every month. Discussion of an Albany Times Union article regarding tenant arrears for the Albany Housing Authority. Many housing authorities are in the same boat as Catskill, it's a nationwide problem. We will put in place a plan in order to deal with the tenants that have past due balances.

NO Profit/Loss statement available.

NEW BUSINESS:

Resolution No. FY22-R1

January 26, 2022

Acceptance of December 29, 2021 Board of Commissioners Meeting Minutes

WHEREAS, the Board of Commissioners has reviewed and accepts the minutes of the December 29, 2021 monthly Board Meeting.

NOW, THEREFORE BE IT RESOLVED, the Board of Commissioners of the Catskill Housing Authority approves, at this meeting on January 26, 2022, minutes of the December 29, 2021, Board Meeting of the Catskill Housing Authority.

Samuel Aldi made a motion to accept.
Veronica Evans seconded.

All in Favor, Resolution passed.

Resolution No. FY22-R2

January 26, 2022

Acceptance of December 2021 Vendor Payments

WHEREAS, the Board of Commissioners has reviewed the monthly vendor invoices for payment of the financial obligations of the Catskill Housing Authority,

NOW, THEREFORE, BE IT RESOLVED, the Board of Commissioners of the Catskill Housing Authority approves the disbursements for December 2021.

Veronica Evans motioned to accept.
Samuel Aldi seconded.

All in favor, Resolution passed.

Resolution No. FY22-R3

January 26, 2022

Tenant Bad Debt Write Off

WHEREAS, in order to comply with HUD accounting procedures and on advice and consultation with PHA Attorney and Fee Accountant, the following account(s) are very doubtful for collection and shall be written off effective December 31, 2021;

Former Resident - \$ 534.00

WHEREAS, the above account is overdue from the vacated tenant, and it has been deemed not cost effective to collect and should be written-off as uncollectible for GAAP in our Operating Budget.

NOW, THEREFORE BE IT RESOLVED, that Resolution # FY22-R03 is hereby approved.

Veronica Evans motioned to Accept.
Samuel Aldi Seconded.

All in favor, Resolution passed.

Resolution No. FY22-R4

January 26, 2022

Disposition of Assets/Remove From Inventory

WHEREAS, to comply with HUD and GAAP accounting regulations, it has been deemed necessary to maintain an accurate physical inventory;

AND WHEREAS; due to wear and tear, worn out beyond repair etc.;

NOW, THEREFORE BE IT RESOLVED, that the following attached shall be written off and/or disposed of. The Fee Accountant will adjust non-expendable and expendable accounts; see attached.

Kenmore Refrigerator 25331679102/BA23804733
Kenmore Range 790741411404
Frigidaire refrigerator FFTR1614RW
Kenmore Range 790.712 November 2021
Kenmore Refrigerator 253.617 12/09/2021
Excalibur weed eater hedge trimmer
Moen 33x22 double bowl sink 133.65 ea (2)
18hp Husquavarna Riding mower
Maytag Stackable Dryer

NOW, THEREFORE BE IT RESOLVED, that Resolution #FY20-R08 on Inventory write-off is hereby approved.

Samuel Aldi motioned to Accept.
Veronica Evans Seconded.

All in favor, Resolution passed.

ANNOUNCEMENT OF COMMISSIONERS:

Request was made by Patrick Hernandez to go into Executive Session.

Samuel Aldi motioned.

Veronica Evans seconded.

All in favor, motion approved.

Board went into Executive Session.

Veronica Evans motioned to come out of Executive Session.

Samuel Aldi seconded the motion.

All in favor, Motion approved.

ADJOURNMENT:

Veronica Evans made a motion to adjourn.

Samuel Aldi seconded the motion.

All in favor to adjourn the meeting. Motion approved.

SEAL