

GLOVERSVILLE HOUSING AUTHORITY MINUTES OF THE MARCH 2025 MONTHLY MEETING

MARCH 10, 2025

The Gloversville Housing Authority's Board of Commissioners met at its monthly meeting that was held at Dubois Garden Apartments, 181 West Street Gloversville NY on March 10, 2025 at 6:00p.m.

Board Members Present: **Ellen Anadio, Commissioner**
 Gail Peters, Commissioner
 Ronald Holly, Commissioner
 Imari Shaw, Commissioner
 Sherry Courtney, Resident Commissioner

Others Present: **Anthony Casale, Authority Legal Counsel**
 Kayla Potter – Executive Director

Commissioner Anadio called the meeting to order at 6:00 p.m. All present stood for the Pledge of Allegiance followed by a moment of silence.

Commissioner Anadio conducted a roll call memorializing the presence of the above-named individuals.

Commissioner Anadio opened the floor for public comment, and with there being none, the board proceeded with its agenda.

Commissioner Anadio opened the floor for Announcements by Commissioners, with there being none, the board proceeded with its agenda.

Commissioner Anadio opened the floor for Communications and with there being none, the board proceeded with its agenda.

Commissioner Anadio opened the floor for board committee reports and with there being none, the board continued with its agenda.

Commissioner Anadio opened the floor for old business and with there being none, the board proceeded with its agenda.

The Executive Director's Report was provided by Kayla Potter.

Our occupancy rate is 84%..... We finished the fiscal year 2024 audit field visit. The audit went very well. We are expecting minimum problems. This year we have cured just about all the findings from last year 2023. And Tim from Markum mentioned he wanted to come here and make a presentation regarding the audit, likely in May. We are hoping that the audit is early submittal at the end of May. It is due at the end of June, though during the audit we did find one of the issues are inactive - Tenant balance was just a little over \$250,000 and we basically have to write that off. This has been accumulating since 2020. Much of it was from COVID because there were quite a few deaths and stuff during COVID there. Unfortunately, it's quite a bit of money that we have to write off.... I mentioned in January the tenant relations would be focusing on our active tenant balances owed in January, we had a balance of \$91,321.00 through February and up to current. We're down to 36,742, which is good..... We are in the process of our tenant Commissioner election and it's looking like we have people from each site that are running. Capital projects - Miller's Construction should be finishing the sewer problem at Unit 2 by the middle of this month.. Work has commenced at Building 7 with the sewer project, the three units that have been down for some time, it seems that will take a few months to complete and then they're going to do, I believe, one unit at a time. We can, they can modernize it, and then we can run out. So that'll be able to do the sewer line, the modernization unit by unit, and then we can run out and can run the upstairs units as well. So that's a good probably 5 units hopefully in three months.... Hallway painting at Kingsboro should be completed soon. I think he's finishing up the community room or he's going to start the community room. He's has two floors left to complete

Commissioner Anadio opened the floor for new business. Commissioner Anadio presented Resolution 885 regarding monthly vendor invoices and read said resolution, said resolution reading as following: into the record as follows: Whereas the Gloversville Housing Authority's Finance Committee has reviewed the monthly vendor invoices for payment of the financial obligations of the Gloversville Housing Authority for the month of February 2025 and finds all payments on the attached list to be in order. Now therefore be it resolved, the Board of Commissioners of the Gloversville Housing Authority has reviewed the monthly vendor invoices for payment as set forth on the attached list." A motion was made by Commissioner Holly adopting Resolution 885, and said motion was seconded by Commissioner Shaw. There was no additional discussion and Resolution 885 was approved by a vote of 5-0 in the affirmative.

A motion was made by Commissioner Holly to adopt the meeting minutes from the February 2025 monthly meeting, with a second to said motion having been made by Commissioner Shaw. There was no additional discussion and said motion was ratified by a vote of 5-0 in the affirmative.

A motion was made to reschedule the April 2025 monthly meeting to the date of Wednesday, April 9, 2025 at 6pm, said motion having been made by Commissioner Holly and seconded by Commissioner. There was no additional discussion and motion carried by a vote of 5-0 in the affirmative.

A motion to adjourn the meeting was made by Commissioner Holly and seconded by Commissioner Peters. There was no additional discussion and the motion carried by a vote of 5-0 in the affirmative. The meeting was adjourned at 6:25 pm.

Dated:

Lashawn Hawkins, Secretary