

# **GLOVERSVILLE HOUSING AUTHORITY MINUTES OF THE OCTOBER 2025 MONTHLY MEETING**

## **OCTOBER 20, 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 October 20, 2025 at 6:00p.m.

**Board Members Present:**    **Ellen Anadio, Commissioner**  
                                         **Lashawn Hawkins, Commissioner**  
                                         **Ronald Holly, Commissioner**  
                                         **Gail Peters, 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.

We had 12 move ins and 3 move outs for September and our occupancy increased to 86.5%..... We submitted our operating subsidy today, which was fantastic. I'm used to doing it all myself and all I had to do was go in and hit submit it. It was wonderful. Everything was in there for us. They are just great [our accountants].... The silent relay project at FHT should be complete on Thursday. We had a little fumble today, but that should be done Thursday .... Over the next couple weeks I will be starting the inside projects, receiving bids for painting, flooring, and some updates in our office here, more storage space..... Also, Friday afternoon, I received our invitation to bid for the Kingsboro Panel project. The advertisement starts Wednesday. The pre bid will be on 11/5 at the office here. The last day for questions 11/14 addendums due by 11/28. and then opening the bids on 12/3 for adoption at the December meeting for the approval.... Early voting starts here October 25.

Attorney Casale noted that this is the highest occupancy has been since the Covid-19 pandemic in 2020.

Commissioner Holly inquired as to how many units are ready for occupancy. Potter indicated that in October at Dubois it will be 2 or 3, at KT there are 5 units ready, and FHT has 3 or 4. And we have a few evictions slated as well.

Commissioner Anadio opened the floor for new business. Commissioner Anadio presented Resolution 894 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 September 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 894, and said motion was seconded by Commissioner Hawkins. There was no additional discussion and Resolution 894 was approved by a vote of 5-0 in the affirmative.

A motion to adjourn the meeting was made by Commissioner Holly and seconded by Commissioner Hawkins. There was no additional discussion and the motion carried by a vote of 5-0 in the affirmative. The meeting was adjourned at 6:10 pm.

Dated:

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Lashawn Hawkins, Secretary