

**YARMOUTH HOUSING AUTHORITY
534 Winslow Gray Road
LONG POND PLAZA
SOUTH YARMOUTH, MA 02664**

Bambi Rosario-Wyatt
Chairperson

**Telephone 508-398-2920
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Wendy Ohlson
Executive Director

**AGENDA
YARMOUTH HOUSING AUTHORITY
BOARD OF COMMISSIONERS MEETING
February 11, 2020
5:15 P.M.
Yarmouth Housing Authority Community Room**

Pursuant to Massachusetts General Law Chapter 30A, Section 18-25 portions of this meeting may be held in Executive Session

Call Meeting to Order:

Roll Call:

Approval of the minutes of the January 14, 2020 Yarmouth Housing Authority Board of Commissioners Meeting:

- 1. Yarmouth Housing Authority Financial Reports:**
YHA DHCD Fiscal Year Ending 03/31/2021 Budget Review and Approval
Presented by Tom Joy, Fee Accountant
- 2. Warrant & Invoices**
Check Summary Report Leased Housing
- 3. Department Update:**
Section 8 Summary
Long Pond Plaza Summary

4. **Correspondence:**
Notices, Bulletins, Journals
5. **Executive Directors Update:**
Five Year HUD PHA Plan 4/1/2020-2025, YHA Annual Plan Accepted and Approved by HUD
6. **Old Business:**
7. **New Business:**
YHA FYE 03/31/2021 Budget – Tom Joy
No Smoking Policy Survey Results

8. **Public Participation:**

9. **Executive Session:**

10. **Adjournment:**

An Equal Housing Opportunity Agency

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Minutes of the January 14, 2020 Yarmouth Housing Authority Board of Commissioners meeting.

Meeting called to order by Bambi Rosario-Wyatt at 5:19 p.m.

Roll Call: Present -: Bambi Rosario-Wyatt – Chair, Joseph Glynn-Vice Chair, John Reed – Treasurer, Mary Ann Walsh – Assistant Treasurer. Absent – none. Also present Wendy Ohlson - Executive Director.

Motion made by Joseph Glynn to approve the minutes of the December 10, 2019 Board of Commissioners Meeting –seconded by John Reed. Motion passed.

1. Yarmouth Housing Authority Financial Reports: Motion made by John Reed and seconded by Mary Ann Walsh to approve the Financial Reports.
2. Warrant and Invoices & Leased Housing Check Summary Report Presented to the Board: Motion made by Mary Ann Walsh and seconded by Joseph Glynn to approve the warrant. Motion passed unanimously. Warrant & HAP Summary Report initialed by John Reed.
3. YHA Department Updates:
Motion made by Joseph Glynn and seconded by John Reed to accept and place on file the YHA Department updates for Section 8 and Long Pond Plaza. Motion passed, unanimous.
4. Correspondence: Motion made by Joseph Glynn and seconded by Mary Ann Walsh to accept and place on file correspondence received. Motion passed, unanimous.
5. Executive Director's Update:
6. Old Business:
7. New Business: The Financial Statements and results of the Audit as well as the Agreed Upon Procedures Report(AUP) were presented to the Board and placed on file.
Five Year Plan presented to the Board. John Reed motioned that the YHA 5 Year Plan beginning 04/01/2020 be approved. Seconded by Joseph Glynn – Motion passed unanimously. John Reed motioned that YHA Certify that it is in compliance with the PHA Plan and Related Regulations including Required Civil Rights Certification, Joseph Glynn seconded the motion, Motion passed unanimously. John Reed motioned to approve Certification of Payments to Influence Federal Transactions, seconded by Joseph Glynn. Motion Passed unanimously.
Discussion re: adopting No Smoking Policy: ED shared how other HA's developed policy. As result ED will have meeting w/tenants, Tenants will be given a survey. ED will ask regional attorney for suggestions/advice as to grandfathering existing tenants, having designated smoking area or not i.e gazebo, sheltered bus stop type structure.
8. Public Participation: n/a
9. Executive Session: n/a
10. Adjournment:
A motion was made by Bambi Rosario Wyatt and seconded by Mary Ann Walsh to adjourn. Motion passed, unanimous. The meeting adjourned at 5:54 P.M.

Respectfully submitted:Wendy Ohlson