

Minutes of Annual Meeting on January 17, 2011
Tuesday – TIME: 7:30 P.M.

1. **Roll Call:** Chairman Folker called the meeting to order at 7:30pm. Commissioners Terry Galipeau and Linda Yanke were present. Public present: Irma Kuchinsky and Brian Fletcher.
2. **Minutes:** The Minutes of the Monthly Meeting of December 20, 2011 were reviewed. A motion to accept the Minutes was presented by Chairman Folker. Commissioner Galipeau moved first, Commissioner Yanke seconded the motion.
3. **Election of Officers:** Chairman Folker made the motion to table the Election of Officers until the February meeting. Commissioner Yanke seconded the motion and the motion passed.
4. **Director's Report:** Director Miller stated FEMA will be at the Housing Authority to look at the emergency generator. This is the next step in the application process for the October snowstorm. The front door and back door locks have been changed and new keys were issued to each tenant.
5. **Public to be heard:** None
6. **Financial Report:** Chairman Folker made the motion to approve the financial report for January. Commissioner Yanke seconded the motion and the motion was approved.
7. **Correspondence:** Director Miller briefly discussed possible new regulations from DECD concerning tenant rights in State Public Housing. Director Miller also mentioned that she will further investigate possible funding from CHFA through the Housing Authority Small Improvement Program.
8. **Business:** Director Miller stated the audit is now complete. Based on the findings Director Miller will make some adjustments to the process of completing the quarterly financial statements. Director Miller will also have a consultant come in and work on fixing a few problems with Quickbooks.
9. **Adjournment:** Motion to adjourn by Chairman Folker at 8:05 p.m. Commissioner Galipeau motioned first, Commissioner Yanke seconded and the motion carried.

Submitted:

Jessica Miller