MINUTES

The Regular Monthly Board Meeting was called to order at 4:27 p.m., on Tuesday, January 19, 2021, at 109 Market Street, Coudersport.

Board Members present: Jeff Wilcox (Boardroom), Dennis Goodenough, Ellen Russell, Shawn Wolfinger, and Loren Fitzgerald-(Zoom Call).

Board Members absent: None

Others present: Haley Kines-Leader Enterprise, and Genny Tilton-owner of Ace Hardware, Hons Nielson, Penny Thomas, Chad Ostroski, Nancy Grupp, Will Hunt, Rick Duzick (Conference room phone) and John Wright-Boardroom.

1. OPENING
   1. The Chairman shall call the meeting to order Mr. Wilcox
   2. The Secretary shall call the roll Mr. Fitzgerald
   3. Invocation – moment of silence Mr. Wilcox
   4. Salute to the Flag Mr. Wilcox
   5. Approval of the December, 2020 regular meeting minutes Mr. Wilcox

The December 2020 regular monthly meeting minutes were approved as submitted.

Motion by Ellen Russell, second by Shawn Wolfinger, all in favor, motion carried.

* 1. Approval of the December, 2020 bills Mr. Wilcox

The December 2020 bills were approved as paid. Motion by Loren Fitzgerald, second by Dennis Goodenough, all in favor, motion carried.

* 1. The meeting shall be opened to the public for questions and comments on the agenda with a 3-minute limit per person Mr. Wilcox

No Comments

1. ITEMS OF DISCUSSION
   1. Personnel Mr. Wright
      1. Executive session-personnel changes, appointments-positions, time approval.
      2. Update Status-

Executive Director John Wright updated the Board on the Audit close out, Covid Affect, and staff status.

* 1. General Administration Mr. Wright

2.2.1 Review South East Street Real Estate listing – Contract with Trails End Realty.

Jeff Wilcox and John Wright to execute any and all documents to list and close on the above. Motion by Shawn Wolfinger, second by Ellen Russell, all in favor, motion carried.

2.2.2.

2.2.3.

2.2.4.

* 1. Business and Finance………………………………………… Mr. Wright
     1. HUD financial update- Audit update PCHA site-work complete-Rick/Barnes Saly.
     2. State right to know request-Leete Attorney client privilege.

1. OTHER BUSINESS Mr. Wilcox / Mr. Wright

3.1.0 Haley Kines encouraged upgrade of PCHA website; Timely release of minute as well as noting of meeting dates and times.

* + 1. Review remote work progress; covid staff impact.

1. CLOSING
   1. Motion for adjournment Mr. Wilcox

There being no further business, Loren Fitzgerald made a motion and a second by Dennis Goodenough adjourned the meeting at 4:47 p.m. All were in favor.

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Loren Fitzgerald, Secretary