MINUTES

The Regular Monthly Board Meeting was called to order at 4:02 pm, on Monday, August 16, 2021, at 109 Market Street, Coudersport.

Board Members present: Jeff Wilcox, Dennis Goodenough, and Ellen Russell.

Board Members absent: Shawn Wolfinger, Loren Fitzgerald

Others present: John Wright, Rick Duzick.

1. OPENING
	1. The Chairman called the meeting to order Mr. Wilcox
	2. The Secretary called the roll Ms. Russell
	3. Approval of the July, 2021 meeting minutes Mr. Wilcox

The July 2021 regular monthly meeting minutes were approved as submitted. Motion by Dennis Goodenough, second by Ellen Russell, all in favor, motion carried.

* 1. Approval of the July 2021 bills Mr. Wilcox

The July 2021 bills were approved as paid. Motion by Dennis Goodenough, second by Ellen Russell, all in favor, motion carried.

* 1. There were public questions or comments.
1. ITEMS OF DISCUSSION
	1. Personnel Mr. Wright
		1. Mr. Wright reiterated the need for the Board to continue discussion for Executive level personnel replacement for the future positions at the PCHA.
		2. Mr. Wright discussed some of the more critical projects that were approved in the FY21-22 budget. Some of projects reviewed were the Honeoye Haven elevator repair and update, flooring updates at Freeman House and Honeoye Haven and exterior door replacement at Honeoye Haven.
	2. General Administration Mr. Wright
		1. Mr. Wright discussed with the Board, that he had meetings with local developers pertaining to possible future projects in the area. No resolution made at this time. Mr. Wright then discussed the possible sale of the 7th Street project. He has been in discussion with a local Real Estate company. The original sale price was $130,000. The Board has authorized Mr. Wright to offer the building at a sale price of $129,500 and to negotiate a value that is best for the Authority. The motion was made by Dennis Goodenough and a second by Ellen Russell, all were in favor. None opposed.
		2. Mr. Wright stated that he has met with Tim Costello, a realtor and property developer to review the possible sale of Agency owned property and to discuss the possibilities of townhouse development in the community.

2.3. Business and Finance……………………………………………….Mr. Wright/Mr. Duzick

2.3.1. Mr. Duzick stated that the Auditor has received confirmation of acceptance of the fiscal year 6/30/20 audit from HUD-REAC. Copies will be forwarded to the agency.

2.3.2. Mr. Duzick stated that the agency is starting the fiscal year 2021 audit process. The tentative audit date has not been set at this time, but the months of October and November have been utilized in the past. The FY 21 FDS report will be submitted to REAC-HUD by August 31, 2021.

2.3.3. Mr. Duzick stated that the fiscal year 2021 SEMAP report will be completed and submitted to HUD by August 29, 2021.

3. OTHER BUSINESS………………………………….................Mr. Wilcox/ Mr. Wright

 3.1.1. The Executive Director’s contract was reviewed during personnel discussions. No further conversation was made at this time.

4. CLOSING

 4.1. Motion for adjournment Mr. Wilcox

There being no further business, Dennis Goodenough made a motion and a second by Ellen Russell, to adjourn the meeting at 4:25 pm. All were in favor.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Ellen Russell, Asst. Secretary-Treasurer