

MINUTES

The Regular Monthly Board Meeting was called to order at 4:00 pm, on Tuesday March 20, 2023, at 109 Market Street, Coudersport, PA 16915.

Board Members present: Jeff Wilcox, Shawn Wolfinger, Dennis Goodenough, Ellen Russell, and Loren Fitzgerald on zoom.

Board Members absent: None.

Others present: John Wright and Rick Duzick and Anne Leete-Solicitor.

1. OPENING

1.1.The Chairman called the meeting to order Mr. Wilcox

1.2.The Secretary called the roll Mr. Fitzgerald

1.3.Approval of the February, 2023 regular/annual meeting minutes Mr. Wilcox

The February 2023 regular monthly and annual meeting minutes were approved as submitted. Motion by Dennis Goodenough and second by Shawn Wolfinger. All were in favor, motion carried.

1.4.Approval of the February 2023 bills Mr. Wilcox

The February 2023 bills were approved as paid. Motion by Dennis Goodenough, second by Shawn Wolfinger. All were in favor, motion carried.

1.5.There were not any public questions or comments and no phone contacts.

2. ITEMS OF DISCUSSION

2.1.Personnel..... Mr. Wright

2.1.1. Mr. Wright stated that the agency is continuing to work with the Strategy Solutions group to develop documents for a succession plan. Deb Thompson will setup a separate meeting with the Board to discuss updated documents at a later date.

2.2.General Administration..... Mr. Wright

2.2.1. Mr. Wright gave an overview of housing project’s operations and rental data as well as housing voucher utilization to the Board. The Board requested to have quarterly updates on the subject matter going forward.

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

2.3.1. Mr. Duzick stated that the PCHA will request bids for a new Auditor to complete the 2022 Single audit for the Agency. The Auditor from Barnes Saly & Co. has died and the Company cannot complete the current audit request in a timely manner. The Authority will contact the HUD REAC financial department to request an extension to complete the audit.

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

3.1.1 Mr. Wright stated that he would defer the discussion on Dane PCG to another meeting. He stated that the organization works with Authorities and the sale of housing projects.

3.1.2 The Board went into Executive Session at 4:48 p.m. Ms. Leete, our Solicitor discussed legal and personnel matter with the Board. The Session closed at 5:47 p.m. No motions were offered by the Board during the meeting.

4. CLOSING

4.1. Motion for adjournment.....Mr. Wilcox

There being no further business, Shawn Wolfinger made a motion and a second by Ellen Russell to adjourn the meeting at 5:49 pm. All were in favor.

Loren Fitzgerald, Secretary