



JAY LAPP • Chairman
ANDREW HALTER • Commissioner
SHIRLEY ANDERSON • Commissioner
KIMBERLY GOBER • Secretary/Executive Director

EDWARD HUTCHINSON • Vice Chairman
THURASINGHAM MOHANAKANTHAN • Commissioner
SALVATORE FOGARINO • Commissioner
JENNIFER WELLS • Commissioner

REGULAR MEETING MINUTES **July 19th, 2021**

The Board of Commissioners of the Housing Authority of the Borough of Glassboro, met in session on MONDAY, July 19, 2021, at 5:00 P.M. Chairman Jay Lapp called the meeting to order requesting the Pledge of Allegiance be recited.

ROLL CALL:

Executive Director Kimberly Gober called the roll and the following answered "aye":

- ✓ Chairman Jay Lapp
- ✓ Vice Chairman Edward Hutchinson
- ✓ Commissioner Andrew Halter
- ✓ Commissioner Thurasingham Mohanakanthan
- ✓ Commissioner Jennifer Wells

Absent:

- ✓ Commissioner Sal Fogarino
- ✓ Commissioner Shirley Anderson

Also in attendance were:

- ✓ Kim Gober, Executive Director
- ✓ Nelly Rojas, Administrative Assistant
- ✓ Mark Asselta, Esq. Solicitor
- ✓ Anna Miller, Counsel Representative
- ✓ Grace Seeney, Finance Director
- ✓ Rick Ginnetti, Consultant
- ✓ Michael Thilker, Bowman & Company

EXECUTIVE DIRECTOR:

Declared a quorum present.

SOLICITOR:

"In accordance with the Open Public Meetings Act of 1975, this meeting is called to order pursuant to both, adequate notice and electronic notice of a Regular Meeting, a copy of which has been made available to newspapers of general local public circulation, a copy of which has been made available to the Clerk of Gloucester County, a copy of which has been posted publicly and a copy of which has been posted online in the Authority's website in accordance with the law. Members of the public may make public comments remotely during a remote public meeting when permitted in accordance with the meeting agenda. Members of the public may submit public comments in writing forty-eight hours in advance of a remote public meeting to be read aloud during public comment. All public comments, whether made remotely or in writing in

advance of a remote public meeting, shall be limited to five (5) minutes per person. Members of the public attending the meeting shall be muted until public comments are permitted, at which time they may ask to be recognized. In the event that a member of the public becomes disruptive during a remote public meeting, including during public comment, the Board Chair, or his/her designee, shall mute or continue muting such disruptive member of the public. After receiving a warning, continued disruptive acts may result in such disruptive individual being muted, kept on mute for the remainder of the meeting, or removed from the meeting at the discretion of the Board Chair. During the course of the meeting, a portion of the meeting may be closed to the public to discuss matters falling under exceptions to the Open Public Meetings Act”.

🏛️ PUBLIC PORTION:

Motion to Open the Public Portion,

Motion: Commissioner Jennifer Wells

Second: Commissioner Thuraisingham Mohanakanthan

All in favor

Members of the Public are present.

- Jacqueline Bradley inquiries about a name change for a street in the new Pennrose Project. Mark Asselta, Esq. indicates the Housing Authority has no authority to make the change and recommends the member of the public makes a request to the Borough of Glassboro through the Borough Clerk, where it may then be added to the Boroughs Agenda for discussion.

Motion to Close the Public Portion,

Motion: Vice Chairman Edward Hutchinson

Second: Commissioner Thuraisingham Mohanakanthan

All in favor

📄 MINUTES

Motion to approve the Minutes from JUNE 2021, as read,

Motion: Commissioner Jennifer Wells

Second: Vice Chairman Edward Hutchinson

All in favor

💰 FINANCIAL REPORT:

- Michael Thilker, Auditor from Bowman & Company presents the audit summary to the Commissioners. MT thanks E.D. Gober, Finance Director Grace Seeney and the Finance Team for all their efforts, indicating the auditors are still working under restrictions from the COVID pandemic for most of the fieldwork. The report is clean, we have no management letter this year. MT gives an overview of the financial statements, there were no new accounting standards this year to make a material impact on the financials, the pension liability which last year was about \$284K has decreased to about \$252K. The income statement shows in the prior year an operating loss of about \$482K this year the operating loss is \$7,400, there is an increase of about \$500K in federal grant awards from HUD with a portion of that being CARES Act funding and there is also an increase in HAP. Overall, the net position increased last year by about \$57K, this year it was decreased by about \$4,000, this year was a better year for operations. MT notes on the statement of cash flows that the operating cash flows last year were a negative \$453K, this year is a positive \$118K, this was positively affected by the \$500K from HUD. The footnotes support the financial statements similar to last year with fresh number and more detail on the pension plan. Also noted is the impact of COVID-19 on operations is noted and the additional funding received by the Authority as a result of various legislation for COVID-19 relief. The audit report has no findings. E.D Gober extends appreciation from herself and management to

Bowman & Company and their team for their efforts. E.D. Gober indicates RES# 2021-46 asking the Commissioners to accept and approve GHA's audit for FY2020 and the state requires the Audit Review Certificate signed by Commissioners and submitted to the state after they review the audit and informs the Commissioners that the form will be available at GHA's office.

- Finance Director, Grace Seeney indicates the June financials show GHA operating at an \$80K loss, \$53K is depreciation, GHA is netted at a loss of \$27K with \$16K being attributed to Williams Street. This year alone legal fees are about \$19K and consulting fees about \$22K for the Pennrose Project, when the deal closes GHA should receive about \$50K from Pennrose to offset those expenses. Once that is received, a difference will be seen in the financial statements showing less of a loss.

Motion to approve the Financials,

Motion: Vice Chairman Edward Hutchinson

Second: Commissioner Andrew Halter

All in favor

 **DIRECTORS REPORT:**

- E.D. Gober HUD conducted a VMS review, a conference call is setup with HUD, once completed we will receive the final report.
- E.D. Gober indicates the application for FEMA funds for some unreimbursed COVID expenses is believed to be about \$5K, the application has not been completed or submitted yet but should be happening soon.
- E.D. Gober indicates as discussed at the last Board Meeting about issues with respect to the polling and after reviewing with counsel decided that we would contact OEM to get a better understanding of what happened.
- E.D. Gober indicates the previous discussion of a tenant with a large accounts receivable balance, after review with counsel we do not believe it is appropriate from a business perspective to pursue. E.D. Gober also explains the Debts Owed component of the EIV system, which affects the ability for an individual who owes a debt to receive assistance from any other housing authority until the debt is satisfied.
- E.D. Gober indicates the AHCG has submitted a for 1023 to the IRS and GHA's nonprofit status was approved.

No further questions by the Commissioners.

Motion to accept the Reports:

Motion: Vice Chairman Edward Hutchinson

Second: Commissioner Jennifer Wells

All in Favor

 **NEW BUSINESS- RESOLUTIONS:**

<u>2021-43</u>	<p>CONSIDER RESOLUTION APPROVING REGULAR MONTHLY EXPENSES Motion: Commissioner Andrew Halter Second: Vice Chairman Edward Hutchinson All in Favor</p>
<u>2021-44</u>	<p>CONSIDER RESOLUTION APPROVING MONTHLY EXPENSES FOR AUGUST 2021 Motion: Vice Chairman Edward Hutchinson Second: Commissioner Thuraisingham Mohanakanthan All in Favor</p>
<u>2021-45</u>	<p>CONSIDER RESOLUTION AUTHORIZING DISPOSITION AND WRITE OFF OF EXPENDED PROPERTY</p>

	Motion: Commissioner Thuraisingham Mohanakanthan Second: Vice Chairman Edward Hutchinson All in Favor
2021-46	CONSIDER RESOLUTION ACCEPTING AND APPROVING GHA'S AUDIT FY2020 Motion: Commissioner Thuraisingham Mohanakanthan Second: Vice Chairman Edward Hutchinson All in Favor

EXECUTIVE SESSION:

- Mark Asselta, Esq. indicates there is need to go into Executive Session to discuss a contract matter that falls under the Exceptions to the Open Public Meeting Act.

Motion to Open Executive Session,

Motion: Vice Chairman Edward Hutchinson
Second: Commissioner Thuraisingham Mohanakanthan
All in Favor

2021-47	CONSIDER RESOLUTION APPROVING EXECUTIVE SESSION • Lincoln Boulevard Project
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Motion to Close Executive Session,

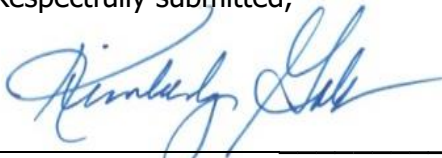
Motion: Vice Chairman Edward Hutchinson
Second: Commissioner Jennifer Wells
All in Favor

ADJOURNMENT

Motion to Adjourn

Motion: Commissioner Thuraisingham Mohanakanthan
Second: Commissioner Jennifer Wells
All in Favor

Respectfully submitted,



Kimberly Gober, Executive Director

DATED: July 19, 2021