

MINUTES
ALBANY HOUSING AUTHORITY
BOARD OF COMMISSIONERS MEETING
Monday, May 12, 2014 at 2:30 PM
200 South Pearl Street
Albany, New York 12202

Call to Order: The Chair called the meeting to order at 2:30 pm

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|---------------------|---|---------------|
| 1. Roll Call | Present | Absent |
| | Victor Cain (Chair)
Paul Mancino (Vice-Chair)
Rev. James LeFebvre
Richard Tucker
Melvena Jenkins
Paul Mance
Agnes Jackson | |

7 members were present, constituting a quorum.

Staff: Steven T. Longo, Executive Director; Peter Ragsdale, Deputy Director; Joseph M. Brennan, General Counsel; Chiquita D'Arbeau, Employee Relations Manager

Others: None

- 2. Community Forum: None**
- 3. Reading and approval of the minutes of the previous meeting held February 10, 2014**

Motion to Approve the April 28, 2014 Minutes by Commissioner Mancino;
Second by Commissioner Mance
All in Favor
The Minutes were approved as presented

4. Action Calendar

Each of the items below was read by Father Lefebvre and discussed prior to a motion for action as indicated

- 05-14-18** Approval to purchase classroom furnishings consisting for or the Capital South Campus Center in the amount of \$126,392.90 to be paid out of the Albany Housing Authority's \$250,000 match for the \$5 million HUD Capital Fund Education Training Community Facilities (CFCF) Program. Furnishings will be purchased off the NYS Furniture Contract/IFB #22398, Group #20915. Authorized local dealer F.M. Office Express of Albany, NY will handle the transaction. Per AHA procurement Policy, Section IV, H Cooperative Purchasing AHA deems this procurement method the most economical and efficient. (Ratified)

Motion to Approve by: Commissioner Mancino
Second by Commissioner Tucker

All in Favor
The Chair declared the Resolution passed

- 05-14-19** Approval to send Debbie Zlotnick to attend the Affordable Housing Association of CPA's (AHACPA) annual PHA Conference, to be held in Las Vegas, NV on June 3 -4, 2014. Total cost is approximately \$1,450 and includes training, hotel and airfare and provides 16 hours of continuing professional education credit. This training was recommended by our outside auditor, Polcari & Co.

Motion to Approve by: Commissioner Tucker
Second by Commissioner Jackson
All in Favor
The Chair declared the Resolution passed

- 05-14-20** Approval to adopt the Smoke-Free Housing policy recommended by the Policy Committee. (Copy attached)

Following discussion, the Chair returned the proposal to The Policy Committee for revision, to be restored to the Agenda for consideration by the full board at the Committee's Discretion.

- 05-14-21** Approval to enter into a contract with Urban Arts Experience, Inc. for \$25,878 to operate a 6 week summer camp at the Kids Improvement District Field house for residents of Robert Whalen, Capital Woods, Ida Yarbrough and neighborhood children. This will include Computer Literacy, Performing Arts and Sports for a blend of academic and recreational activities. Last year AHA made a contribution of \$20,000 for a 6 week program.

Motion to Approve by: Commissioner Jackson
Second by Commissioner Jenkins
All in Favor
The Chair declared the Resolution passed

5. Reports of Committees

The Policy Committee presented a proposed policy to make AHA a Smoke Free Housing Authority. Following discussion with regard to concerns that the policy as proposed should make provision for residents to smoke on outside balconies and within 25 feet of buildings, the Chair referred the matter back to Committee to present a revised policy for consideration by the full board.

6. Unfinished Business:

The Personnel Committee has not yet met to consider a plan to authorize the Executive Director to authorize staff training that he deems necessary & appropriate to maintain a skilled & knowledgeable workforce for the day to day operation of the Authority without prior approval of the board but subject to board oversight.

7. New Business: No New Business was considered

8. **Bills and Communications:** No Bills or Communications were considered

9. **Report of the Executive Director:**

A. Monthly Management Report

Mr. Longo reported that:

- a. The Authority is involved in efforts to demolish 6 structures that are considered to be derelict and detracting from the safety and appearance of other Authority property. Staff has scheduled a meeting with the City's Building and Law Departments to discuss approaches.
- b. The Housing Trust Fund Agency has approved AHA's application for a grant of \$750,000 to be applied to complete the kitchen facility at the Community South Campus Center. The Authority is awaiting details concerning the terms of the grant.
- c. The Authority has been asked to consider moving some existing structures with historical value to another site to be used for low-income housing. Mr. Longo is to meet with one of the principals to learn more details and make an initial assessment of feasibility.
- d. Historic Albany has honored AHA with awards for 3 historic renovations on Morton Avenue and Academy Lofts
New York State Historical Society has honored AHA with an award for the Academy Lofts Renovation.

B. Monthly Financial Report (Deputy Director)

Mr. Ragsdale provided graphic reports of the financial status of the Federal & Component Unit Programs.

C. Items for Advisement and Discussion

- **Bank Balance as of 05/07/14**

10. **Adjournment** – There being no further business, the Chair declared the Meeting Adjourned at 3:15 PM

**NEXT MEETING:
Monday, June 9, 2014 @ 2:30 p.m.
200 South Pearl Street, Albany, New York 12202**

