

**ALBANY HOUSING AUTHORITY  
BOARD OF COMMISSIONERS MEETING MINUTES  
TUESDAY, NOVEMBER 14TH, 2023, at 3:00 P.M.**

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**Meet called to order at 3:07pm by Chairman Whalen**

1.	Roll Call	<u>Present</u>	<u>Absent</u>
	• Michael Whalen	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	• Kelly Kimbrough	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	• Mark Bobb-Semple	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	• Pastor David Traynham (Virtual)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	• Linda Mallory Mitchell	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	• Melvenia Jenkins	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	• Rosetta Scott (Excused)	<input type="checkbox"/>	<input checked="" type="checkbox"/>

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Staff: Chiquita D’Arbeau, Brian Kremer, Cheyanne Spoto, and Marjorie Gaylo

2. Community Forum

A. Lawrence Clark-Ezra Prentice resident – No Show

3. Approval of the minutes

A. October 10<sup>th</sup>, 2023, Meeting Minutes

*Commissioner Bobb-Semple made a motion to approve; Commissioner Kimbrough seconded. All present Commissioners voted in favor.*

4. Action Items

A. 11-23-18-A resolution ratifying the terms of a Memorandum of Understanding between Albany Housing Authority and the Public Employees Federation

*Secretary D’Arbeau briefly summarized and Commissioner Traynham asked for clarification regarding any major changes. Secretary D’Arbeau explained that the Dental insurance provider was changing.*

*Commissioner Bobb-Semple asked if Management Confidential (MC) and Executive Director (ED) follow the PEF Contract? Secretary D’Arbeau explained that MC would be addressed at a later time.*

*Chairman Whalen explained that the board completes a performance review on the ED.*

*Commissioner Bobb-Semple made a motion to approve; Commissioner Kimbrough seconded. All present Commissioners voted in favor.*

5. Committee Reports

*Commissioner Bobb-Semple provided updates on Halloween events sponsored by AHA throughout the city.*

*All Commissioners present discussed on-going violence in the city and agreed a separate meeting will be needed to discuss this topic. (Commissioner's Retreat)*

*Commissioner Kimbrough provided Capital South Campus Center Advisory Board Meeting update. Bi-laws will need to be updated and they are looking for members.*

6. Report of Executive Secretary

*Secretary D'Arbeau provided a briefing on Southend Associates LP's. The 15-year term is ending 12/31/23. The Limited Partner, Key Community Development Corporation has agreed to exit the partnership for the cost of legal fees. After Key's exit Albany Housing Authority can take over that position. In total this should cost approximately \$15,000 (comparable to our last conversion with Creighton Storey). We are working with the Cannon Heyman and Weiss firm to work on our behalf to draft the necessary documents related to the conversion.*

*Executive Secretary D'Arbeau addressed the increasing cost of insuring affordable housing.*

- A. Monthly Financial Report
- B. Operations Report
- C. Collections Report
- D. Personnel Report

7. Executive Session

8. Adjournment

*Commissioner Bobb-Semple made a motion to approve; Commissioner Mallory Mitchell seconded. All present Commissioners voted in favor. Meeting adjourned at 3:48pm.*