

MINUTES OF THE HADDON TOWNSHIP
HOUSING AUTHORITY FOR MEETING HELD ON SEPTEMBER 18, 2019
AT 25 WYNNEWOOD AVENUE, HADDON TOWNSHIP, NEW JERSEY

The meeting was called to order at 7:00 p.m. by Chairperson Alma Zwick.

Roll call was taken by our Executive Director, Joseph Iacovino. In attendance were Chairperson Alma Zwick, Rosa Tanzi, Mary Berko, Brian Seltzer and Sharon Smith. Doug Wallace was excused. Also in attendance was Patsy Coyne, Manager.

Chairperson Zwick entertained a motion on the minutes from the July 17, 2019 meeting. Rosa made a motion to approve with Brian seconding the motion. All members present voted in the affirmative, none opposed. Motion is carried. {There was no meeting held in August}

The E.D. noted that our accountant Tom Furlong will be in attendance at the October 16th meeting to review for approval both the 2020 Budget and 5-Year Plan.

The E.D. asked if any members had any questions with regard to the 2018 Audit. With none, Chairperson Zwick entertained a motion to approve. Rosa made the motion to approve the 2018 Audit with Mary seconding same. All members present voted in the affirmative, no persons opposed. Motion is carried. The Resolution for approval, as well as the Audit Review Affidavit were signed by the Board members.

Chairperson Zwick entertained a motion on the unpaid bills/payroll as outlined in the Accountant's report. With no discussion a motion was made by Sharon and seconded by Rosa to approve the unpaid bills and payroll amounts, totaling \$48,114.59. All members present voted in the affirmative, none opposed. Motion is carried. The approved Resolution with the payroll figures and unpaid bill totals was circulated and signed by all members present and filed accordingly.

The Board also reviewed the Executive Director's and Office Reports. The board commented on the Ice Cream party held recently and Patsy said that it was very much enjoyed by the residents. A discussion on this year's Christmas party ensued and it was noted that it might be on a smaller scale. Rosa said that our Christmas parties have always been well done. Also coming up is the annual Thanksgiving dinner, held the Sunday before Thanksgiving, which is November 24, 2019. This is sponsored by the Westmont Lion's Club. Patsy noted that we are awaiting confirmation on this from the Lion's Club.

Brian asked about the status of the pending lawsuit between William Kiggins and the Haddon Township Housing Authority. It was explained that paperwork has been filed very recently by our attorney Joseph Antinori from Brown & Connery. It will be reviewed by the courts for a hopeful dismissal of the case. Mr. Antinori said that it will take a few months before we hear any decision.

The E.D. also gave a brief explanation of the 5 year plan which addresses items of the building we would like to repair or improve. This plan commences 2020 thru 2024. The board members have an outline of said plan before them this evening. These include pointing of the bricks of the building, installing air conditioning in all of the hallways, parking lot improvements under the speedline, etc. Approval of this plan will take place at the October 16th meeting.

With no other business before the board, Chairperson Zwick entertained a motion to adjourn. Rosa made the motion, with Sharon seconding the motion. All members present voted in the affirmative, none opposed. Motion is carried. Meeting adjourned at 7:30 p.m.

***Respectfully submitted,
Joseph Iacovino, Executive Director***

MINUTES OF THE HADDON TOWNSHIP
HOUSING AUTHORITY FOR MEETING HELD ON OCTOBER 16, 2019
AT 25 WYNNEWOOD AVENUE, HADDON TOWNSHIP, NEW JERSEY

The meeting was called to order at 7:00 p.m. by Chairperson Alma Zwick.

Roll call was taken by our Executive Director, Joseph Iacovino. In attendance were Chairperson Alma Zwick, Vice-Chairperson Doug Wallace, Rosa Tanzi, Brian Seltzer and Sharon Smith. Mary Berko was excused. Also in attendance were Tom Furlong, our Accountant; Patsy Coyne, and Ellie Connell, Managers.

Chairperson Zwick entertained a motion on the minutes from the September 18, 2019 meeting. Rosa made a motion to approve with Sharon seconding the motion. All members present voted in the affirmative, none opposed. Motion is carried.

Chairperson Zwick began the meeting with Tom Furlong speaking to the Board. He explained the Annual and Five-Year Plan which commences 2020 thru 2024. The previous goals were outlined on a report before the board, with the new goals also outlined. Tom noted that there can be an amendment annually to the plan, if necessary. The new items to be addressed include parking lot paving, improve hallway air circulation, and brick pointing on our building. The plan, upon approval, will be sent to HUD and filed accordingly. Chairperson Zwick then entertained a motion to approve the Annual and Five-Year Plan. Sharon made a motion to approve, with Doug seconding the motion. All members present voted in the affirmative, none opposed. Motion is carried.

The 2020 Budget, before each Board member, was also discussed this evening by Tom Furlong. Tom noted that Operating costs have increased; including an increase in our health insurance costs with the change in personnel. Tom reviewed various items of the budget and asked if there were any questions. Sharon asked about the rents fluctuating, but Tom noted that this is taken into consideration each year. He uses the current rent roll and adds a small percentage (approx. 1.5%) to that number to calculate the rental income we receive. Tom also noted that upon approval tonight of the new budget, it will then be forwarded to The N.J. Dept. of Community Affairs for their approval; they then have 45 days to return it to our office. It will then be adopted at the December meeting of the Housing Authority. Chairperson Zwick then entertained a motion to approve the 2020 Budget. Doug made the motion with Rosa seconding the motion. All members voted in the affirmative, none opposed. Motion is carried.

Vice Chairperson Wallace took over for Chairperson Zwick. He entertained a motion on the unpaid bills/payroll as outlined in the Accountant's report. With no discussion a motion was made by Rosa and seconded by Alma to approve the unpaid bills and payroll amounts, totaling \$59,563.56. All members present voted in the affirmative, none opposed. Motion is

carried. The approved Resolution with the payroll figures and unpaid bill totals was circulated and signed by all members present and filed accordingly.

The Board also discussed the annual employee increase for calendar year 2020. The Board agreed to a 3% increase in the New Year. Vice-Chairperson Wallace entertained a motion on the 3% increase. Doug made a motion with Alma seconding the motion. All members present voted in the affirmative, none opposed. Motion is carried.

The Board also reviewed the Executive Director's and Office Reports. There were no comments other than some discussion of the upcoming Christmas party. The E.D. noted that it is scheduled for December 12th and will be a catered affair.

With no other business before the board, Vice-Chairperson Wallace entertained a motion to adjourn. Rosa made the motion, with Alma seconding the motion. All members present voted in the affirmative, none opposed. Motion is carried. Meeting adjourned at 7:30 p.m.

*Respectfully submitted,
Joseph Iacovino, Executive Director*

MINUTES OF THE HADDON TOWNSHIP
HOUSING AUTHORITY FOR MEETING HELD ON DECEMBER 18, 2019
AT 25 WYNNEWOOD AVENUE, HADDON TOWNSHIP, NEW JERSEY

The meeting was called to order at 7:00 p.m. by Chairperson Alma Zwick.

Roll call was taken by our Executive Director, Joseph Iacovino. In attendance were Chairperson Alma Zwick, Vice-Chairperson Doug Wallace, Brian Seltzer and Sharon Smith. Mary Berko and Rosa Tanzi were excused. Also in attendance were Patsy Coyne and Ellie Connell, Managers.

Chairperson Zwick entertained a motion on the minutes from the October 16, 2019 meeting. Doug made a motion to approve with Brian seconding the motion. All members present voted in the affirmative, none opposed. Motion is carried. There were no minutes for November to approve as the meeting was cancelled.

(Vice Chairperson Doug Wallace then took over the meeting for Chairperson Zwick.) The first Resolution to be approved this evening was the Adoption of the 2020 budget. The E.D. took a roll call vote with all members of the Board voting in the affirmative to adopt the budget, none opposed. The Resolution was signed by the Executive Director with the vote recorded. Vice Chairperson Wallace then entertained a motion on the next Resolution, naming our E.D. as Fund Commissioner for 2020 of the Joint Insurance Fund. Chairperson Zwick made a motion to approve with Doug seconding the motion. All members present voted in the affirmative, none opposed. The resolution was circulated and signed by all members. Motion is carried.

The next order of business was the review of the unpaid bills/payroll as outlined in the Accountant's report. With no discussion, Vice Chairperson Wallace entertained a motion to approve same. A motion was made by Brian and seconded by Sharon to approve the unpaid bills and payroll amounts, totaling \$48,808.90. All members present voted in the affirmative, none opposed. Motion is carried. The approved Resolution with the payroll figures and unpaid bill totals was circulated and signed by all members present and filed accordingly.

The Board also reviewed the Executive Director's and Office Reports. It was discussed how enjoyable the Christmas Party was for the residents, held on December 12th. The caterer and entertainment were both very good. The office report noted 99% occupancy which is excellent.

With no other business before the board, Vice-Chairperson Wallace entertained a motion to adjourn. A motion was made and seconded to adjourn. All members present voted in the affirmative, none opposed. Motion is carried. Meeting adjourned at 7:20 p.m.

Respectfully submitted,

Joseph Iacovino, Executive Director