

**MINUTES OF A SCHEDULED MEETING FOR
THE BOARD OF COMMISSIONERS
OF THE HOUSING AUTHORITY OF THE CITY OF BRIDGETON
HELD ON JANUARY 22, 2015**

A meeting of the Commissioners of the Housing Authority of the City of Bridgeton was held on Thursday January 22, 2015 in the Conference Room at 429 Oakview Heights on West Vine Street in Bridgeton New Jersey.

The meeting was called to order by Chairperson Santiago at 5:00 PM and upon roll call, those present were: Chairperson Santiago, Commissioner Williams, Commissioner Leek, Commissioner MacFarland and Commissioner Lugardo-Hemple. Also present were Executive Director Joanne Sbrana, Assistant Executive Director James Howell and Attorney Robert Pryor.

A motion was made by Commissioner Lugardo-Hemple to approve the minutes from the December 18, 2014 meeting and the motion was seconded by Commissioner Williams. The minutes were approved unanimously via an oral vote.

Report of Secretary/Treasurer

Director Sbrana presented the monthly financial report to the Board. Amp 1 (Maplewood) generated \$69,245 of operating income and cost \$63,919 in expenses for the month. AMP 2 (Senior Sites) generated \$129,331 in operating income and cost \$120,301 in expenses. AMP 3 (HOPE VI) pulled in \$34,533 in subsidy which was transferred to HOPE VI. Central Office generated \$33,652 and cost \$26,361 in expenses. Section 8 generated \$9,838 and cost \$8,722 in operation costs. A check detail of expenses for the month was presented to the Board before the meeting. A motion to accept the financial reports and pay expenses was made by

Commissioner Leek and seconded by Commissioner MacFarland. The motion was unanimously approved.

Director Sbrana reported that a draft for the audit report had been received. The audit still needs to be reviewed but the Authority was in good standing and did not spend over its subsidy.

The Board was presented with Resolution Number 1501 which approved the risk management agreement. The by-laws of the NJ Joint Insurance Fund (which the Authority is a member) require that its members retain the services of a consultant to refer to certain insurance related items. The Authority utilizes the services of the firm of Colson & Gosweiler to meet this requirement. A motion to approve the resolution was made by Commissioner Williams and seconded by Commissioner MacFarland. The resolution was unanimously approved.

Committee Reports

There were no committee reports.

Public Portion

There were no members of the public present.

Unfinished Business

An updated trespass policy was distributed to Board members at the previous meeting. Members are still reviewing the policy and shall vote on it at the next meeting.

New Business

Executive Director Joanne Sbrana announced that long time Social Service employee Ernette Jennings will be retiring. Her final day will be February 27. The Authority has been advertising for a replacement.

With no further business to discuss, Commissioner Williams moved that the meeting be adjourned. Commissioner Lugardo-Hemple seconded the motion. The meeting adjourned at 5:29 PM.

Joanne Sbrana
Joanne Sbrana, Secretary

01/23/2015
Date