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By Patricia Bessette, Town Clerk at 8:02 am, Jan 25, 2021

Avon Housing Authority

One Fellowship Circle * Avon, MA 02322
(508) 588-1847 * (508) 588-2098 FAX
Director@avonha.org

**MINUTES
REGULAR MONTHLY MEETING
May 14, 2020
5:00 P.M.**

The Avon Housing Authority held a regular meeting on Thursday, May 14, 2020 at 5:00 p.m. virtually via GoToMeeting. Chairman Jensen called the meeting to order at 5:02 p.m.

Board Members virtually Present:

M. Janet Jensen	Chairman
Kevin Edwards	Vice Chairman
Judy Laniewski	Treasurer

Board Members Absent:
None

Others Present:
Sherry Guilbault Executive Director

Guests/Tenants:
None

Maintenance report was read by Sherry Guilbault.

Approval of the April 24, 2020 Regular Meeting Minutes were tabled.

M/Edwards, S/Laniewski. Motion to approve the March 2020 Operating & Balance Statements as presented. Unanimous vote, motioned passed.

Approval of the Vouchers through May 14, 2020 were tabled.

Executive Director's Report:

Vacancy and lease activity since the April 24, 2020 Board Meeting:

8A	Vacant – 11/1/19 – Nursing Home
21C	Vacant 11/8/19 – transfer *Correction
8C	Vacant 2/1/20 – other
8B	Vacant 4/1/2020 – Long Term Care

Sherry gave an update of CHAMP and the waiting list. DHCD has allowed Housing Authority's to delay leasing during COVID.

Tenant's account receivable balance of \$466.00 – tenant moved out and Sherry would like to wash this balance.

M/Laniewski, S/Edwards Motion to remove \$466.00 from the Tenant's Accounts Receivable. Unanimous vote, motioned passed.

MassNAHRO Annual Conference Update – tentatively being held in September 2020

Sherry Guilbault attended the following conference/virtual meetings:

- DHCD all LHA conference call on April, 29, 2020
- SMEDA Board Meeting May 4, 2020
- MassNAHRO Professional Development meeting on May 5, 2020
- DHCD all LHA conference call on May 6, 2020
- CHAMP committee meeting on May 7, 2020
- MassNAHRO Board Meeting on May 12, 2020
- MassNAHRO Annual Meeting on May 12, 2020
- DHCD all LHA conference call on May 13, 2020

COVID-19 update – office staff, office hours, etc. Lee Anne is back working her normal hours, Sherry is working both remotely and in office. Discussed the Community Room and office will continue to be closed to the public indefinitely.

RCAT/DHCD donated face masks for our staff and residents. Sherry will be putting together a care package for the residents to include these masks.

Next Board Meeting to be held June 16, 2020 at 5:00 pm in the Community Room.

M/Edwards, S/Laniewski. Motion to accept the Executive Director's Report as presented. Unanimous vote, motion passed.

Policies: Sherry is currently drafting a parking policy for the board to approve at a future meeting.

M/Edwards, S/Laniewski. Motion to adjourn meeting at 5:26 p.m. Unanimous vote, motion passed.

Respectfully submitted,

Sherry L. Guilbault
Secretary/Executive Director