

Avon Housing Authority Minutes

June 8, 2023

A Regular meeting of the Avon Housing Authority (AHA) was held on June 8, 2023, in person.

Upon roll call, those present were as follows:

Present: Janet Jensen, Judy Laniewski, Kevin Edwards, Gary Qualter, Colleen Doherty, Kristen Anderson and Kerry Rogers

Absent: None

Meeting of the Avon Housing Authority was called to order by Chair Janet Jensen at 5:02 P.M. on June 8, 2023.

Approval of the Minutes-

Regular Minutes of May 11, 2023

Motion made by Judy Laniewski to approve the Regular Meeting Minutes of May 11, 2023, and the motion was **seconded** by Gary Qualter. **Voted 4-0.**

Accountant's Report-

Monthly financials were discussed and Bill Schedule.

Motion made by Gary Qualter to approve Bill Schedule and **seconded** by Kevin Edwards.

Vacancy and Occupancies-

Kristen Anderson gave update on vacant units and leasing new applicants.

Report of TARS-

Kristen Anderson gave an update on tenant outstanding balances and repayment agreements. Rent collection is at 98%.

Old Business- None

New Business-

Kristen Anderson gave an update on the Attic Insulation project at Fellowship Circle.

Motion made by Judy Laniewski to approve Certificate of Substantial Completion for Attic Insulation Project #018049. The motion was **seconded** by Gary Qualter. **Voted 4-0**

Motion made by Judy Laniewski to approve Certificate of Final Completion for Attic Insulation Project #018049. The motion was **seconded** by Gary Qualter. **Vote 4-0.**

Motion made by Kevin Edwards to approve final payment to Industry Solutions for \$4790.00 Project #018049. The motion was **seconded** by Gary Qualter. **Vote 4-0.**

Kristen Anderson presented the Fair Housing Policy, Reasonable Accommodation Policy and Language Access Plan to the Board.

Motion made by Kevin Edwards to approve all policies. Motion was **seconded** by Judy Laniewski. **Voted 4-0.**

Executive Director's Report- Kristen Anderson & Colleen Doherty discussed the upcoming Annual Conference at Seacrest in September 2023. Janet & Judy requested to be registered for the entire conference. Kevin requested to be registered for conference attendance only as he does not need the hotel.

Maintenance Report- None

Board Report-

The Board questioned the parking lot line painting project. Colleen Doherty informed the Board that they have requested quotes for the project. The Board indicated that they would like to see lilacs moved and replanted on site. The board also questioned moving the designated smoking section.

Adjournment- A motion was made to adjourn the meeting by Gary Qualter and seconded by Judy Jensen. **Voted 4-0.**

Next meeting is July 13, 2023 at 5:00 PM.