

**WENHAM HOUSING AUTHORITY
LARCH LANE
MINUTES
June 6, 2018
7:00 PM**

The Meeting was called to order at 7:00 PM by Vice Chairperson Bruce Blanchard. Other member(s) present were Elizabeth Craig-McCormack, Susan Herrick and Suzanne Thomas. Also present, Paula Mountain, Executive Director, tenants Bob Warner, Carol Kirby, Marie Williams and Tracy Metzger

Reading of Prior Minutes

- The Minutes from May 9, 2018 Regular Session board meeting were unanimously approved upon a motion by E. Craig McCormack and seconded by S. Thomas

Bills and Communications

- Check Disbursements for June, 2018
- Debit Card Disbursements for June, 2018
- Payroll from May, 2018
- Financials for May, 2018
- Credit Adjustments - None

The above bills and communications were unanimously accepted upon a motion by E. Craig-McCormack and second by S. Thomas.

Executive Director Report and Communication

- Vacancy Update:
 - Unit 84
 - Unit 40
 - Unit 36
- Capital Project, FISH 327047, Door Removal/ Window Install has been completed
- Budget was received back approved on May 10, 2018.
- It is expected to move forward in July with the conversion to PHA-Web from the Access based SHARP Program
- The board was given an update on the MA NAHRO Conference and sessions that were attended.

The above Executive Director's Report and Communications was unanimously accepted upon a motion by S. Thomas and second by E. Craig-McCormack.

New Business

Old Business

Adjournment

- The next board meeting is scheduled for Wednesday, July 11, 2018 @ 7:00 p.m.
- The meeting adjourned at 7:29 PM upon a motion by S. Thomas, second by S. Herrick and unanimous approval.

Respectfully Submitted,
Paula Mountain
Secretary