

**WENHAM HOUSING AUTHORITY
LARCH LANE
MINUTES
November 11, 2020
7:00 PM**

Tue, Nov 10, 2020 7:00 PM - 8:30 PM (EST)

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Roll Call

The Meeting was called to order at 7:11 PM by Chairperson, Bruce Blanchard. Other member(s) present on the call were Susan Herrick, Suzanne Thomas and Elizabeth Craig-McCormack. Also, present, Paula Mountain, Executive Director.

Reading of Minutes

- October 13, 2020 Regular Session

A motion was made by S. Thomas second by E. Craig-McCormack and unanimously approved to accept the meeting minutes as presented.

Bills & Communications

- Check Disbursements for November 2020
- Debit Card Disbursements October 2020
- Payroll from October 2020
- Credit Adjustments requested - NONE
- Financials for October 2020

A motion was made by E. Craig-McCormack second by S. Thomas and unanimously approved to accept the Bills and Communications as presented.

Executive Director Report and Communications

- Unit 13 Unit Leased up on 11/1/2020
- Unit 4 Leasing up approx. 11/20/2020
- Unit 60 Screening
- Unit 48 vacated 9/30//2020

New Business

- The board was presented with a copy of the completed Agreed-Upon Procedures Audit FY 2019
- Community Hall flooring is in the process of requesting quotes

Old Business

Adjournment

The meeting adjourned at 7:49 PM upon a motion by E. Craig-McCormack and second by S. Thomas

The next meeting will be held Tuesday, December 8, 2020 @ 7:00 PM