

BERKS COUNTY HOUSING AUTHORITY

June 28, 2023

REGULAR MEETING AGENDA

You may attend via phone, Zoom, or at our main office.

CALL TO ORDER

ROLL CALL

****APPROVE MINUTES OF May 24, 2023, Regular BOARD MEETING**

****APPROVE CURRENT BILLS FOR THE MONTH OF May 2023 in the amount of \$ 261,859.45**

****APPROVE FINANCIAL STATEMENTS FOR THE MONTH OF May 2023**

VISITORS COMMENTS

CHAIRMAN'S REMARKS

COMMITTEE REPORTS

- A. Finance: Committee met on June 23rd
- B. Personnel: Committee met June 27th. Edits and updates to the personnel policy as presented. Increased duties for JK, to include fleet management in his job description, recommend the hire of Amanda Buffenmyer for the tenant aide position, pending passing all of the criteria for hire.

CORRESPONDENCE

PUBLIC HOUSING

- A. Status Report May 2023- 8 vacancies.

HOUSING CHOICE VOUCHER PROGRAM

- A. Status Report-May 2023-475 participants.

MANAGEMENT PROGRAMS

- A. Norman Commons- 100% Occupied
- B. Tarsus Manor- 31/32 Occupied
- C. NCHA Update

BHO-

EXECUTIVE SESSION

OLD BUSINESS

NEW BUSINESS

- 1** Review conflict of interest policy for Board members and move to accept as presented.
2. ** Resolution to increase the Capitalization Policy from \$1,000.00 to \$5,000.00.
3. ** Accept the Proposal for Daniel Farrell to assist with Project Based Voucher program development in the amount of \$2,000.00 consultant fee, scope of work written in the contract.
4. ** Recommend the hire of Amanda Buffenmyer for the tenant management aide position, pending passing all of the criteria for hire, and authorizing Lee Wilder to sign the contract on behalf of the Board.
5. ** Remove Kathryn Hofmann from the account at Diamond FCU and replace Ed Gundersen.

Items marked with ** are items for which there may or will be deliberation or official action taken at the meeting.

ADJOURNMENT _____ moved to adjourn _____ seconded the motion The next Board Regular Board Meeting will be held on Wednesday, July 26th, 2023@ 5:30 p.m.

Topic: June Board Meeting

Time: Jun 28, 2023 05:30 PM Eastern Time (US and Canada)

Join Zoom Meeting

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