

**READING HOUSING AUTHORITY**  
**MINUTES OF THE REGULAR BOARD MEETING from December 6, 2021**

A regular business meeting of the Reading Housing Authority was held on Monday, December 6, 2021. In accordance with Governor Baker's 3/12/2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A §18, and the Governor's 3/23/2020 Revised Guidance Order Prohibiting Assemblage of More than Ten People, this meeting of the Reading Housing Authority was conducted via remote participation to the greatest extent possible. In person attendance by members of the public is prohibited, and all efforts will be made to permit public attendance of this meeting via remote access by telephone (conference call-in). Chair, Timothy Kelley, called the meeting to order at 5:34 p.m.

Members Present: , Marie Hanson, Charlie Adams, Timothy Kelley, Diane Cohen

Members Absent:

Others Present: Executive Director; Kathryn Gallant; Karen O'Leary

**Minutes**

**22-43 VOTED: Move Charlie Adams      Second Diane Cohen      Vote 4-0**

To accept for the record the Minutes of the Regular Business Meeting of the November 1, 2021 with the correction of Timothy Kelley having called the meeting to order.

**Finances**

**22-44 VOTED: Move Charlie Adams      Second Diane Cohen      Vote 4-0**

Charlie Adams moved that the proposed Operating Budget for State-Aided Housing of the Reading Housing Authority Program number 689-1 for fiscal year ending 06/30/2022 showing total revenue of \$36,010 and Total expenses of \$39,850 thereby requesting a subsidy of \$0, and further that the Executive Director total annual salary of \$84,010 for fiscal year ending 06/30/2022 be submitted to the Department of Housing and Community Development for its review and approval. Diane Cohen seconded the motion which, upon Roll Call was passed by a vote of 4-0.

**22-45 VOTED:      Move Diane Cohen      Second Charlie Adams      Vote 4-0**

Diane Cohen moved that the proposed Operating Budget for State-Aided Housing of the Reading Housing Authority Program number 400-1 for fiscal year ending 06/30/2022 showing total revenue of \$560,627 and Total expenses of \$601,579 thereby requesting a subsidy of \$121,145, and further that the Executive Director total annual salary of \$84,010 for fiscal year ending 06/30/2022 be submitted to the Department of Housing and Community Development for its review and approval. Charlie Adams seconded the motion which, upon Roll Call was passed by a vote of 4-0.

**22-46 VOTED:      Move Marie Hanson      Second Diane Cohen      Vote 4-0**

To approve the check-roll/bill-roll for November Payable Checks numbered 8886 through 8913 as presented

**22-47 VOTED:      Move Diane Cohen      Second Marie Hanson      Vote 4-0**

To approve the Payroll Register for November 2021, as presented.

**22-48 VOTED:      Move Charlie Adams      Second Marie Hanson      Vote 4-0**

To approve the Section 8 Voucher Program wire transfer for December 2021 in the amount of \$156,459.50 as presented.

**22-49 VOTED:      Move Diane Cohen      Second Marie Hanson      Vote 4-0**

To certify receipt of FY21 operating statement for all RHA programs for the month of September 30, 2021.

**22-50 VOTED:** Move **Marie Hanson**      Second **Diane Cohen**      Vote 4-0

To certify receipt of FY21 Quarterly operating statement for RHA 4001 and 689-1 programs for quarter ending 09/30/2021

**NEXT BOARD MEETING: DUE TO YEAR END ACCOUNTING, PROPOSING Tuesday January 11, 2022**

**22-51 VOTED TO ADJOURN: 7:02PM** Move **Charlie Adams**    Second **Marie Hanson**    Vote 4-0