

Borough of Buena Housing Authority
County of Atlantic
State of New Jersey

Regular Meeting

January 16, 2014 at 4:00 PM

The Regular Meeting of the Borough of Buena Housing Authority was called to order by Chairman Giovinazzi on Thursday, January 16, 2014, at 4:00 pm at 600 Central Avenue, Minotola, NJ. The meeting was held in compliance with the open Public Meetings Act, and notice of the meeting was provided to the Daily Journal and The Press of Atlantic City. Roll call was taken.

The following commissioners were present:

Chairman Giovinazzi
Vice Chairman Brunini
Commissioner Hoban
Commissioner Cooper
Commissioner Delano
Commissioner Johnston

The following individuals were also present: Jacqueline Jones, Executive Director; Christine Trout, Site Manager; Linda Avena, Accountant, Robert DeSanto, Solicitor.

Chairman Giovinazzi read the "Sunshine Law Statement".

Chairman Giovinazzi then called for a motion to approve the minutes of the meeting held on December 19, 2013.

Commissioner Cooper made a motion to approve the minutes and Commissioner Johnston seconded.

The following vote was taken:

Chairman Giovinazzi	Yes
Vice-Chairman Brunini	Yes
Commissioner Hoban	Abstain
Commissioner Cooper	Yes
Commissioner Johnston	Abstain
Commissioner Delano	Yes

Mrs. Jones then introduced the Auditors, Nina Sorelle, and Elizabeth Dugan, from Bowman & Company to present and discuss the audit for FYE 3/31/2013.

Ms. Sorelle went over the audit and reported the auditor's recommendations.

Chairman Giovinazzi thanked Ms. Sorelle and Ms. Dugan for coming and for preparing the audit. Ms. Sorelle and Ms. Dugan then left the meeting.

Chairman Giovinazzi then called for the Financial Report to be given. The report was given by Linda Avena, Accountant. Chairman Giovinazzi called for a motion to approve the financial report. Vice-Chairman Brunini made a motion and was seconded by Commissioner Hoban.

The following vote was taken:

Chairman Giovinazzi	Yes
Vice Chairman Brunini	Yes
Commissioner Hoban	Yes
Commissioner Cooper	Yes
Commissioner Johnston	Yes
Commissioner Delano	Yes

Chairman Giovinazzi moved onto Old/New Business and Executive Director Jacqueline Jones gave the Executive Report.

Mrs. Jones said that the RAD applications have been filed with HUD. We have received confirmation of receipt from HUD and are now waiting to see where our application is on the list of housing authorities that have applied for the RAD program. We are not expecting a reply for at least 60 days, possibly by the next meeting.

Mrs. Jones reported on funding, and that since Congress had not agreed on the FY 2014 Federal Budget that funding is still up in the air. December 13, 2013, is the date the House and Senate has set to reach an agreement on the overall spending limits for FY 2014. Reaching an agreement could end sequestration for a year or two. Mrs. Jones said we have received some information on this about a slight increase in funding. Hopefully, we will have some news to report after February.

Mrs. Jones stated that regardless of how the FY 2014 budget is resolved we are preparing to expect no significant funding increases, if any at all, in the foreseeable future.

Mrs. Jones then said the Audit for FYE 3/31/2013 is complete. A copy of the Audit is included in the Board Packet. Mrs. Jones asked that the Commissioners review the audit as a Resolution to Approve the Audit is also in the packet for presentation at the meeting.

There was a recommendation by the auditor regarding voucher certifications, which will be included with the April's Meeting Resolutions.

After Mrs. Jones finished her report, the Election of Officers for Year Ending 2015 was held.

Chairman Giovinazzi asked for nominations for Buena Housing Authority Chairman. Vice-Chairman Brunini nominated Carla Giovinazzi. There were no other nominations for Chairman. All were in favor.

Chairman Giovinazzi next asked for nominations for Buena Housing Authority Vice-Chairman. Commissioner Hoban nominated Vice-Chairman Brunini. There were no other nominations. All were in favor.

The position of Buena Housing Authority Secretary is automatically the Executive Director.

The following Resolutions were then presented and passed as follows:

Resolution #2014-01 Approval of Monthly Expenses December 20, 2013 to January 16, 2014

Chairman Giovinazzi and Vice Chairman Brunini asked a questions concerning two of the bills. Mrs. Jones answered their questions.

A motion was made by Commissioner Hoban and seconded by Commissioner Delano to approve the resolution. The following vote was taken:

Chairman Giovinazzi	Yes
Vice-Chairman Brunini	Yes
Commissioner Hoban	Yes
Commissioner Cooper	Yes
Commissioner Johnston	Yes
Commissioner Delano	Yes

Resolution 2014-02 Approval of 2013-2014 Audit Report/Audit Review Certificate

A motion was made by Commissioner Cooper and seconded by Commissioner Hoban.

The following vote was taken:

Chairman Giovinazzi	Yes
Vice-Chairman Brunini	Yes
Commissioner Hoban	Yes
Commissioner Cooper	Yes
Commissioner Johnston	Yes
Commissioner Delano	Yes

Resolution 2014-03 Approval of Executive Session

Dead for lack of need.

Resolution 2014-04 Approval of Designation Official Newspapers/Business related matters.

A motion was made by Vice-Chairman Brunini, and seconded by Commissioner Hoban.

The following vote was taken:

Chairman Giovinazzi	Yes
Vice-Chairman Brunini	Yes
Commissioner Hoban	Yes
Commissioner Cooper	Yes
Commissioner Johnston	Yes
Commissioner Delano	Yes

Resolution 2014-05 Approval of Designation Official Newspapers/Publ. Advertisements, etc.

A motion was made by Vice-Chairman Brunini, and seconded by Commissioner Hoban.

Chairman Giovinazzi	Yes
Vice-Chairman Brunini	Yes
Commissioner Hoban	Yes
Commissioner Cooper	Yes
Commissioner Johnston	Yes
Commissioner Delano	Yes

Quotations for Legal Services, Fee Accountants, Auditors, and Carpet Installers were reviewed and discussed.

Resolution 2014-06 Approval of Legal Services FY 4/1/2014 to 3/31/2015

A motion was made by Commissioner Hoban, and seconded by Commissioner Delano.

The following vote was taken:

Chairman Giovinazzi	Yes
Vice-Chairman Brunini	Yes
Commissioner Hoban	Yes
Commissioner Cooper	Yes
Commissioner Johnston	Yes
Commissioner Delano	Yes

Resolution 2014-07 Approval of Fee Accountant FY 4/1/2014 to 3/31/2015

A motion was then made by Commissioner Hoban and seconded by Commissioner Delano.

The following vote was taken:

Chairman Giovinazzi	Yes
Vice-Chairman Brunini	Yes
Commissioner Hoban	Yes
Commissioner Cooper	Yes
Commissioner Johnston	Yes
Commissioner Delano	Yes

A discussion concerning selection of the Auditor for next year's audit was held prior to approval of the Resolution. Vice-Chairman Brunini questioned whether the auditor could reduce the amount charged since they are familiar with the authority's books. Mrs. Jones said that she had a discussion with the auditor and was told that they already are discounting the fees. Mrs. Jones reminded everyone that ours is a specialized audit (HUD audit), and the fee is tied to the experience and quality of service.

Resolution 2014-08 Approval of Auditor FYE 2014

A motion was made by Commissioner Hoban and seconded by Commissioner Cooper.

The following vote was taken:

Chairman Giovinazzi	Yes
Vice-Chairman Brunini	Yes
Commissioner Hoban	Yes
Commissioner Cooper	Yes
Commissioner Johnston	Yes
Commissioner Delano	Yes

A discussion concerning carpet installers prior to approval of the Resolution was held. Mrs. Jones pointed out that while there were quotes that were received that were slightly lower, we were very happy to stay with the current installer. Site Manager, Christine Trout, stated that the installer often goes out of their way to give extra services if needed without charging (extra coving, carpet pieces, etc.)

Resolution 2014-09 Approval of Carpet Installer

A motion was made by Commissioner Hoban and seconded by Commissioner Cooper.

The following vote was taken:

Chairman Giovinazzi	Yes
Vice-Chairman Brunini	Yes
Commissioner Hoban	Yes
Commissioner Cooper	Yes
Commissioner Johnston	Yes
Commissioner Delano	Yes

Resolution 2014-10 Approval Authorizing Contracts w/Approved State Contract Vendors

A motion was made by Commissioner Hoban and seconded by Commissioner Delano.

The following vote was taken:

Chairman Giovinazzi	Yes
Vice-Chairman Brunini	Yes
Commissioner Hoban	Yes
Commissioner Cooper	Yes
Commissioner Johnston	Yes
Commissioner Delano	Yes

Resolution 2014-11 Approval of BHA State Budget 4/1/2014 to 3/31/2015

A motion was made by Commissioner Hoban and seconded by Commissioner Johnston.

The following vote was taken:

Chairman Giovinazzi	Yes
Vice-Chairman Brunini	Yes
Commissioner Hoban	Yes
Commissioner Cooper	Yes
Commissioner Johnston	Yes
Commissioner Delano	Yes

Resolution 2014-12 Approval of Operating Budget 2014-2015 for NJ 202-002

A motion was made by Commissioner Hoban and seconded by Commissioner Johnston.

The following vote was taken:

Chairman Giovinazzi	Yes
Vice-Chairman Brunini	Yes
Commissioner Hoban	Yes
Commissioner Cooper	Yes
Commissioner Johnston	Yes
Commissioner Delano	Yes

There were no members of the public present.

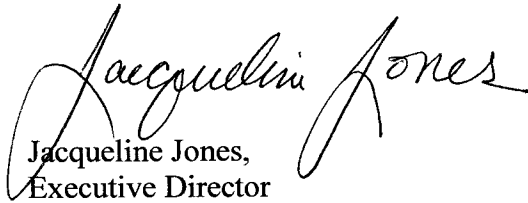
Mrs. Jones asked if there were any comments from the Board Members.

Mrs. Jones asked for a motion to close the meeting. Chairman Giovinazzi made a motion and Commissioner Cooper seconded. All were in agreement.

The next meeting is scheduled for April 17th, 2014 at 4:00 pm.

At 5:15 pm the meeting was adjourned.

Respectfully submitted,


Jacqueline Jones,
Executive Director