

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

**Regular Meeting**  
November 15, 2023 at 3:00pm

The Regular Meeting of the Borough of Buena Housing Authority was called to order by Chairperson Giovinazzi on Thursday, November 15, 2023 at 3:05 pm in person at 600 Central Avenue, Minotola, NJ 08341. 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.

Chairperson Giovinazzi read the “Sunshine Law Statement”

Roll call was taken.

The following commissioners were present:

Chairperson Giovinazzi  
Vice-Chairperson Hoban  
Commissioner Delano  
Commissioner Testa  
Commissioner Bassetti

The following individuals were also present: Jacqueline Jones, Executive Director; Linda Avena, Accountant; Robert DeSanto, Solicitor; Ron Miller Director of Affordable Housing; Mike Thilker, Auditor(via Zoom); and Christine Trout, Site Manager.

Prior to the start of the meeting, Mrs. Jones introduced Auditor Mike Thilker to present the Audit Report for FYE 2023 which was presented via Zoom. Mr. Thilker stated that the Audit was clean and there were no problems as stated in the Management Letter. Mr. Thilker then left the meeting.

Chairperson Giovinazzi called for a motion to approve the minutes from the meeting held on March 23rd, 2023.

Commissioner Hoban made a motion and it was seconded by Commissioner Testa. All were in favor. Jeannine Bassetti abstained as she did not attend that meeting.

Chairperson Giovinazzi then called for the Financial Report to be given. The report was given by Linda Avena, Accountant.

Chairperson Giovinazzi then called for a motion to approve the Financial Report.

Commissioner Delano made a motion and it was seconded by Commissioner Hoban. All were in favor.

Chairperson Giovinazzi called upon Mrs. Jones to present her Executive Report.

Ms. Jones gave her report verbally. And gave Program Statistics Report.

Mrs. Jones then called on Ron Miller to give report on the status of the project of replacing kitchen floors and countertops, etc. Fourteen units remain to have kitchen floors and countertops replaced. VHA has been using Gus there due to shortage of maintenance employees there. Work will be continuing with the concrete repair.

There have been four turnovers. All units are repainted at turnover.

**Financial Statement at October 31, 2023**

Presented at meeting by Linda Avena

**Audit for Year-Ending 3/31/2023**

The audit for the year-ending 3/31/2023 is being presented at the meeting by auditors.

**The following Resolutions were then presented and passed as follows:**

**Resolution 2023-20 Approval of Monthly Expenses March 23, 2023 thru November 15, 2023**

A motion was made by Commissioner Hoban and seconded by Commissioner Delano.  
The motion was approved by unanimous vote.

**Resolution 2023-21 Approving – Adoption BHA Personnel Policy/Employee Manual**

A motion was made by Commissioner Hoban and seconded by Commissioner Delano.  
The motion was approved by unanimous vote.

**Resolution 2023-22 Approval of Jacqueline Jones as JIF Commissioner for 2024**

A motion was made by Commissioner Hoban and seconded by Commissioner Delano.  
The motion was approved by unanimous vote.

**Resolution 2023-23 Approval of Board Meeting Dates for 2024**

A motion was made by Commissioner Hoban and seconded by Commissioner Testa.  
The motion was approved by unanimous vote.

**Resolution 2023-24 Audit Approval FYE 2023**

A motion was made by Commissioner Hoban and seconded by Commissioner Delano.  
The motion was approved by unanimous vote.

There was no one from the Public in attendance.

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

Chairperson Giovinazzi called for a motion to adjourn the meeting.

A motion was made by Commissioner Testa and seconded by Commissioner Bassetti.  
The motion was approved by unanimous vote.

The next meeting is scheduled for January 25, 2024 at 3:00pm.

At 3:36pm the meeting was adjourned.

Respectfully submitted,



Jacqueline S. Jones  
Executive Director