

The Board of Commissioners of the Niagara Falls Housing Authority (NFHA) met in a Monthly Board Meeting session on Tuesday, April 30, 2024 at 4:30 pm at 744 Tenth Street, Niagara Falls, NY. Chair Giancola called the meeting to order at 4:35 pm.

Present:

Mrs. Maralynn Giancola
Mr. Earl Bass
Mr. James Swift
Mr. Gerald Cracknell
Ms. Colleen Todd
Mr. Brian Archie

Also Present:

Ms. Angela Smith
Mr. Jason Cafarella

Absent:

At the Request of the Interim Executive Director: Jamie Allen,

I. MOMENT OF REFLECTION

Chair Giancola stated that it is the start of a new calendar year for all of us. It's a good year, we work with integrity, do the right thing and make good decisions. Chair Giancola asked for a moment of silence.

II. APPROVAL OF MINUTES FROM MEETINGS

On a motion made by Commissioner Bass, seconded by Commissioner Swift and carried, the April 9, 2024, monthly meeting minutes of the Board of Commissioners was approved.

III. COMMITTEE REPORTS/RECOMMENDATIONS

A. Facilities & Residential Affairs/Senior Living/Community

Commissioner Archie reported that there hasn't been a meeting.

B. Finance – Chair Giancola –

Chair Giancola reported that both George Dreer and Roger Lis are not here today so they will catch us up at the June meeting. After reviewing the financial reports for March 2024 and finding nothing out of the ordinary, Chair Giancola asked for a motion to approve the reports.

Commissioner Archie made a motion, Commissioner Cracknell seconded and the motion was unanimously carried.

C. Governance/Human Resources – Commissioner Swift –

Commissioner Swift reported that Andy Skavinsky is back to work and that there was an increase in wages, but nothing out of the ordinary. After reviewing the Personnel Action Chart and Leave of Absence Request, Chair Giancola asked for a motion to approve the Personnel Action Chart. Motion made by Commissioner Bass, Commissioner Archie seconded and the motion was unanimously carried.

D. Strategic Planning – Commissioner Todd –

Commissioner Swift stated that they had a Succession Planning meeting and they discussed the RFP.

E. Occupancy Reports –

Mrs. Destino was absent from the meeting today. Ms. Smith reported that we received a letter from HUD because our occupancy is low. She stated that she is meeting with staff to brainstorm. Ms. Smith stated that we are being watched by HUD, but they are offering their services. Our occupancy percentage is low and it has been. Occupancy is purging all the time to move people up the list. Ms. Smith stated that we don't have emergency housing and Commissioner Swift asked if we could rent out Cornerstone. Ms. Smith stated she would have to look into that.

IV. CHAIRMAN'S REPORT

Chair Giancola reported that the RFP for the employment search firm will go out this Friday and proposals are due by June 3rd.

Stan Wooten will be bringing kids to the next board meeting. Chair Giancola asked if we can meet at 10:30 am. Commissioners, Archie, Cracknell, Todd and Bass stated that they all can do the morning meeting. The finance meeting will follow right after.

Chair Giancola asked the Commissioners if they wanted to have their retreat in October again and do something like they did last year. Commissioners Bass and Swift stated that the retreat was fun. Chair Giancola stated that the October board meeting will be kept separate from the Commissioners retreat. Ms. Smith will see if Michelle's place is available for 10/22 at 5:00 pm for the retreat.

V. INTERIM EXECUTIVE DIRECTOR'S REPORT

A.) Updates on the Niagara Falls Housing Authority matters

Ms. Smith stated that the Beloved Community had their NSIRE REAC inspection and they passed with an 88 and are working on getting 2 points back to give them a 90. The new office hours start tomorrow. CSEA union negotiations are on going and we are in talks of going to a four-day work week, 10-hour days starting in September as a trial. Melissa Destino is retiring at the end of June and we are planning a retirement lunch for her on 6/21. The June board meeting will be her last meeting. Seven students finished the Pharmacy Tech program and on July 8th Phlebotomy classes will start. Ms. Smith reported that she is in talks with the Mother Cabrini Grant to help pay for summer camp, we just have to add a health component to it and Mr. Spanbauer is giving golf lessons to the kids. Seven residents were hired for the Section 3 program. We thought that we had bank fraud, but we did not, but we did have to open up a new account. At Cornerstone, there was an Audit due today, that we didn't do it. The state will give us an extension, but we have to hire an Audit company to do this. Cornerstone is costing us 50-60 thousand dollars more and that's not including the apartments.

VI. NFHA ATTORNEY REPORT-

Mr. Cafarella reported that there is no change with Cornerstone. We are in the process of finishing the process of obtaining the site. We have to obtain Title Insurance, which is a state requirement for \$15,000 and the attorney retainer is \$15,000 or more. The attorney will expedite it to have it done by the June meeting.

Commissioner Todd asked about the property that Cliff obtained with the city. Attorney Cafarella stated that we own the property. Commissioner Todd asked what we are doing with the lots. Attorney Cafarella stated that the property taxes are low, its our property now the state can come up with funds.

VII. UNFINISHED BUSINESS

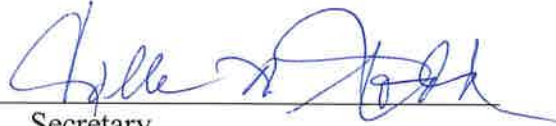
None

VIII. NEW BUSINESS

Next meeting: Tuesday, June 11, 2024, 10:30 am – Administrative Office

IX. ADJOURNMENT

Motion to adjourn was made by Commissioner Swift seconded by Commissioner Cracknell, all in favor. Meeting adjourned at 5:30 pm.


Secretary