

MINUTES OF A REGULAR MEETING
OF THE HOUSING AUTHORITY
OF THE CITY OF SALEM
January 30 , 2014

A regular meeting of the Salem Housing Authority Board of Commissioners was held on Thursday, January 30, 2014 at the Salem City Hall Council Chambers in Salem, New Jersey. The meeting convened at 5:18 p.m.

Vice Chairman Fields announced the Sunshine Law requirement had been met, properly posted and advertised. He proceeded to call the roll at this time. Present were: Commissioner Rebecca Gower Call, Commissioner Rev. Holland Fields, Commissioner Veronica Santos, Commissioner Elmer Brown, Commissioner John Thomas and via cell phone Chairwoman June Moore. Also present was Solicitor Adam Telsey, Solicitor Matthew Robinson and our city liaison Horace Johnson.

Vice Chairman Fields asked for a motion to approve the November 21, 2013 minutes. Commissioner Call made the motion and Commissioner Brown seconded. All present were in favor.

EXECUTIVE DIRECTOR REPORT

Financials

For the month of December 2013, the SHA posted a positive consolidated (Public Housing and Section 8 combined) net income of \$14,442. For Fiscal year-to-date (10/1/13 to 12/31/13) it posted a positive \$45,513 in net income.

Executive Director Dice noted that the net income for the month would have been negative had the SHA not received two large credits - \$8,300 from the State of NJ for prior over-payments for health insurance for two former full-time employees and \$5,000 insurance dividend reimbursement. Ralph Polcari, Accountant, reported it seems as if the momentum has shifted. Vacancies have increased to 7. Our collection efforts need to increase because our PHAS scores depend on this. This score will be the only way to get out of troubled status.

Monthly revenues were \$118,343. That's \$2,667 higher than in November. That number represents the posting of all expected income. It does not reflect total collections. Tenant rent charges totaled \$47,629 in December, but we only collected \$37,780. Part of the problem is administrative delays in sending delinquent notices, referrals to legal and delayed posting of payments. We've begun addressing all these areas with staff.

Secretary Dice also advised we need to improve our rent collections. We earned zero points for our Tenants Accounts Receivable portion of the Financial Assessment Subsystem score at year end. Once the board approves Secretary Dice's revised recovery plan for HUD, it must be sent to HUD Newark and then HUD Washington, DC before it comes back to be signed by the Mayor of