

MINUTES OF A REGULAR MEETING
- OPEN SESSION -
OF THE SPRINGFIELD HOUSING ASSOCIATES, INC.
HELD ON OCTOBER 20, 2015

The members of the Springfield Housing Associates, Inc. met in Open Session at the Conference Room of the Springfield Housing Authority at 60 Congress St., Springfield, Massachusetts at 5:37 PM on October 20, 2015.

A copy of the Notice of Meeting, pursuant to Section 23B of Chapter 39 of the Massachusetts General Laws, as amended, with the Certificate as to Service of the Notice, was ordered spread upon the minutes of the meeting and filed for records.

NOTICE OF MEETING

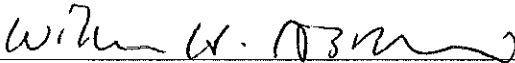
Notice is hereby given in accordance with Section 23B of Chapter 39 of the Massachusetts Laws, as amended, that a Regular Meeting of the Board of Directors of the Springfield Housing Associates, Inc. will be held at 4:30 PM on Tuesday, October 20, 2015 in the Conference Room of the Springfield Housing Authority at 60 Congress Street, Springfield, MA 01104.

SPRINGFIELD HOUSING ASSOCIATES, INC.
/s/William H. Abrashkin, Executive Director
October 15, 2015

CERTIFICATE AS TO SERVICE OF THE NOTICE OF MEETING

I, William H. Abrashkin, the duly appointed and qualified Secretary of the Springfield Housing Associates, Inc., do hereby certify that on October 15, 2015 I filed in the manner provided by Section 23B, Chapter 39 of the Massachusetts General Laws, as amended, with the Clerk of the City of Springfield, Massachusetts, a Notice of Meeting of which the foregoing is a true and correct copy.

Attest:



William H. Abrashkin/Executive Director/Secretary to the Board

Chairman Thomas called the meeting to order at 5:37 PM, and those present upon roll call were as follows:

PRESENT

Willie Thomas
Thomas Labonte
Angela Robles
Jessica Quinonez
Raymond Warren

ABSENT

ALSO PRESENT

William Abrashkin
Nicole Contois

Fidan Gousseynoff
Wallace Kisiel

The Board reviewed the Minutes of September 15, 2015. Upon a motion made by Commissioner Warren, seconded by Commissioner Labonte it was unanimously

VOTED: to approve the Minutes of September 15, 2015.

The Board of Directors reviewed the materials and a recommendation to approve Addendum to the SHA, Inc. Articles of Organization. Executive Director Abrashkin provided brief historic background for the SHA, Inc. explaining that some time ago the agency received a grant from the state to convert some units at Saab Ct. into assisted living but nothing was done to implement that project at the time of previous administration. Under the new management the State gave a permission to use a part of those funds for other purposes. A part of the funds was used to open a health clinic and upgrade the Community Room, restrooms and the storage area at Forest Park and another part for the Talk!Read!Succeed! program. In the last years the TRS Program's donations and expenditures have been growing and former Board Chair Warren suggested making some changes to the Articles of Organization and By-Laws to better reflect the current situation with the Program. The Addendum to the Articles of Organization brought for the Board's review was drafted in response to that suggestion. Judge Abrashkin stated that if amending the By-Laws is also recommended by Attorney Chesky the Board will be notified.

Upon a motion made by Commissioner Warren, seconded by Commissioner Robles it was unanimously

VOTED: to approve the following Addendum to the SHA, Inc. Articles of Organization (Article 2 Paragraph 1):

To plan, provide, facilitate, promote, and offer to residents and other low and moderate members of the community alone or in conjunction with other government, nonprofit, and private organizations and agencies programs, services and supports for the purpose of assisting those using the programs, services, and supports to improve the circumstances of their lives. Such programs, services, and supports include but are not limited to child and adult education and skills training, employment training, search, and placement, mobility assistance, and family self-sufficiency, and the construction, staffing, and maintenance of physical facilities used in whole or part for the above purposes, and raising funds through contributions, grants, donations, consulting, and other activities in support of the above functions and the disbursement of such funds in support thereof.

The Board reviewed and accepted the financial report of the SHA, Inc. Commissioner Warren expressed his concern about the format of the financial report which only provides information about the expenditures but not the actual budget. Nicole Contois agreed with Mr. Warren explaining that because the SHA, Inc. funds were not used for a long time there was no revenue for the SHA Inc. and no budget was prepared but now since the TRS program started getting contributions it is necessary to provide the Board with more detailed information.

Judge Abrashkin commented that it is hard to prepare a budget for SHA, Inc. due to unpredictability of its contributions. Nicole Contois suggested establishing some Guidelines based on previous expenses, for example, not spending more than \$2,000 on TRS Golf Tournament. Wallace Kisiel indicated that SHA, Inc. shall be guided by the same Procurement Policy as Springfield Housing Authority.

On the subject of contributions to charities and other community causes Commissioner Warren suggested including this items into the budget and establishing a limit. If a need to contribute to a community organization not listed in the budget comes out, the Board can be requested to authorize the expenditure. In response to Executive Director Abrashkin's comment that a formal budget amendment might be required in those circumstances Ms. Contois stated that HUD does not require to submit an amendment as far as the expenditure does not exceed total budget amount.

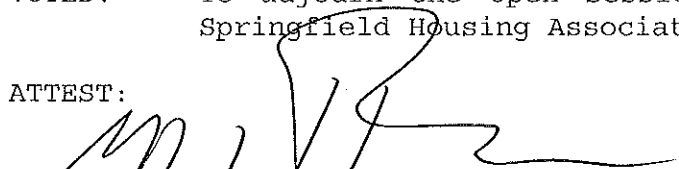
Commissioner Quinonez informed that she has to attend a session at the Mini-Law school and left the Conference Room at 6:00 pm.

Judge Abrashkin suggested the Board to share their ideas and recommendations on what kind of expenses must be brought to the Board's review/approval apart from those items that must be approved in accordance with the Procurement Policy.

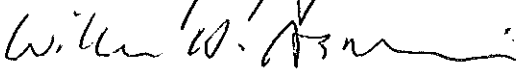
There being no further business to come before the members of the Springfield Housing Associates, Inc. upon a motion made by Commissioner Warren, seconded by Commissioner Labonte, it was unanimously

VOTED: To adjourn the Open Session of the Annual Meeting of the Springfield Housing Associates, Inc. at 6:03 PM.

ATTEST:



Willie Thomas, Chairman



William H. Abrashkin, Executive Director

