

**WENHAM HOUSING AUTHORITY
LARCH LANE
MINUTES
July 11, 2018
7:00 PM**

The Meeting was called to order at 7:00 PM by Chairperson Bruce Blanchard. Other member(s) present were Elizabeth Craig-McCormack, Susan Herrick and Suzanne Thomas. Member Arthur Burt was absent. Also present, Paula Mountain, Executive Director, tenants, Bob Warner, Carol Kirby, Marie Williams, Tracy Metzger, Virginia Driez, Barbara Casey, and Gloria Shea arrived at 7:15.

Reading of Prior Minutes

- The Minutes from June 6, 2018 Regular Session board meeting were unanimously approved upon a motion by S. Thomas and seconded by E. Craig- McCormack.

Bills and Communications

- Check Disbursements for July, 2018
- Debit Card Disbursements for June, 2018
- Payroll from June, 2018
- Financials for June, 2018
- Credit Adjustments - None

The above bills and communications were unanimously accepted upon a motion by S. Thomas and second by S. Herrick.

Executive Director Report and Communication

- Vacancy Update:
 - Unit 40 is scheduled to be leased up on July 13, 2018
 - Unit 36 will then begin to be turned over. There will be significant work to be done as the previous tenant had been there many years.
 - The board was informed about the June 1, 2018 FEMA letter. FEMA has amended the PW 10 (0) and approved it with \$3251.20 in eligible cost.

The above Executive Director Report and Communication was unanimously accepted upon a motion by S. Thomas and second by E. Craig-McCormack

New Business

Old Business

- Demolition is complete on 86 Larch Lane Bathroom. We are now waiting on materials.

Adjournment

- The next board meeting is scheduled for Wednesday, August 8, 2018 @ 7:00 p.m.
- The meeting adjourned at 7:39 PM upon a motion by E. Craig-McCormack, second by S. Thomas and unanimous approval.

Respectfully Submitted,
Paula Mountain
Secretary