



**Executive Board
Monthly Meeting Minutes
June 27, 2019
Life Station, Union, NJ**

Present: Victor Cirilo, President
Janice DeJohn, Senior VP
Douglas Dzema, Treasurer
Rick Iovine, Corresponding Secretary
Vernon Lawrence, Vice President, Community Development
Eric Chubenko, Vice President, Professional Development
Christopher Marra, Vice President Housing
John Mahon, VP, Legislation
Lynn Bartlett, Trustee
Joseph Capano, Trustee
John Clarke, Trustee
Robert DiVincent, Trustee
Anthony Feorenzo
Hector Fuentes, Trustee
Kimberly Gober, Trustee
Domingo Senade, Trustee
Ronald Van Rensalier, Trustee
Randall Wood, Trustee
Joseph Billy, Jr. Immediate Past President
Bill Snyder, Service Officer
Jack Warren, JIF Representative

Absent: E. Dorothy Carty Daniel, VP, Commissioner
Sherry Simms, Recording Secretary
Gary Centenaro, VP Member Services
Louis Riccio, Trustee

Victor Cirillo opened the meeting at 10:41 a.m. by welcoming everyone on the teleconference and everyone in the room at Life Station.

Victor Cirillo asked if there were meetings from April 25 meeting. Bill Snyder responded that they were not yet prepared.

Victor Cirillo then took role call. Once role call was completed he asked if there were any resolutions. There were none so he began to ask for reports.

Senior VP Janice DeJohn gave a report on the scholarship program. Janice distributed a memo to everyone on May 24. This year we will spend \$25,600 on scholarships. Janice thanked Victor who came to the Freeholder meeting to make a presentation on the scholarship. The committee received 10 high school applicants 1 non high school applicant and 1 internship applicant. The scholarship winners and intern award for 2019 were:

High School Seniors - \$2,000 per year for a 4 year period

Tricia Cole	Morris County HA
Lashanti Bran Womack	Summit HA
Angelica Castro	Passaic County
Niko Gonzalez	Secaucus HA

Non-High School Applicant - \$1,500 one payment only

Maria Rondon	Morris County HA
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Internship	
Khoa Nguyen	Secaucus HA1

Janice stated that we her report and she would talk more about the November conference later in the meeting.

Treasurer Doug Dzema then gave the Treasury Report. He stated that he has the budget to actuals through May 31, 2019 which included the proceeds from the recent conference. So, the bottom line is we are up \$69,000. We budgeted \$32,500 for Training Net Expenses for the Year and to date we have \$64,389. Now this is done on a cash basis as opposed to accrual. I see \$8,000 from that is from last year and from \$2,000 from another training. In effect what we did make from the conference is \$55,815.

In dues, which was been a bone of contention for many. The budget for the year is \$10,500 and we did receive a hand out from Bill Katchen's office showing we to date we did collect \$10,500 and that is sort of a misnomer. In the budget it shows we only collected \$3,675 – why. There is \$6,000 that is carried over from last years. So its confusing and we should talk to Bill Katchen from getting away from the cash budget, because it does not give you chance to fully evaluate the budget. Our bottom line for variance we are \$69,600

On the scholarship expenses we have not spent anything but we will spend \$3,000 in June. For the budget our variance we are up \$69,600.

Bill Snyder added that we are getting a payment from the Newark Housing Authority for the Nan McKay training and in the end NJNAHRO will make between \$9,000 and \$10,000 on that training. So that is on top of all this.

Revenue	Budget 12/31/2019	Budget 5 Months	Actual 5/31/2019	Variance
Training-Net of Expenses	\$32,500	\$13,542	\$64,389	\$50,847
Dues	\$10,500	\$4,375	\$3,675	(\$700)
JIF Contribution	\$40,100	\$16,708	\$20,093	\$3,385
Interest Income	\$4,000	\$1,667	\$1,005	(\$662)
Total Revenue	\$87,100	\$36,292	\$89,162	\$52,870

EXPENSES	Budget 12/31/2019	Budget 5 Months	Actual 5/31/19	Variance
Monthly Meetings	\$2,920	\$3,000	\$2,325	\$675
Newsletter	\$3,000	\$3,000	\$2,758	\$242
Website	\$580	\$300	\$401	(\$101)
Service Officer	\$30,000	\$30,000	\$30,000	
Legislative Conference	\$2,500	\$7,500	\$1,311	\$6,189
Administrative Expenses	\$7,500	\$10,000	\$11,577	(\$1,577)
Audit	\$800	\$800		\$800
Accountant	\$8,300	\$8,300	\$8,300	
Scholarship	\$24,000	\$24,000	\$22,000	\$2,000
Board Retreat	\$7,500	\$7,500		\$7,500
JIF Marketing	-	\$5,000		\$5,000
Total Expenses	\$87,100	\$36,292	\$19,560	\$16,732
Excesses of Expenses Over Revenue			\$69,602	\$69,602

Dzema continued in the trial balance we have \$387,000 in the bank. Dzema asked any questions were we stand?

There were none.

Treasure Doug Dzema and the members present then took about the next 10 minutes of the meeting reviewing a list of about 36 housing authorities and other like entities which could or should be members of NJNARO, but Bill Katchen's office needs a better contact – specifically e-mails – for these agencies. Members around the table and on the phone provided more specific e-mails and contact names for these agencies and others indicated they would send Doug Dzema contact information for certain agencies once they returned to their office. Bill Katchen's office would take this information and contact those agencies for 2019 NJNAHRO dues.

Before ending his report, Treasure Dzema put before the board the bill list for June (see below) Robert DiVincent made the motion to pay the bills and Kimberly Gober seconded the motion. The vote to pay the bills was unanimous.

June Bill List

Check #	Payee	Amount
1764	Execu-Tech	\$ 2,500
1765	William Katchen, CPA	\$ 2,000
1766	Omar Muhajer	\$ 1,000
1767	Khoa Nguyen	\$ 2,000
1768	Nan McKay and Associates	\$19,400

There were no reports from Sherry Sims (absent), Rick Iovine, or E. Dorothy Carty-Daniels (absent).

Vernon Lawrence provided the next report for Community Development. VP Lawrence wanted to remind housing authorities that when they do community development or sustainability development if you have scattered sites with operational challenges you may qualify under Section 18 for Project Based Vouchers or you are a PHA with 50 or fewer vouchers including the last 50 units you may qualify for Section 18. Also I want to remind housing authorities with fewer than 250 units you can use the streamline voluntary conversion, a conversion that also uses PBV. That is another choice for small authorities rather than the RAD process. I was recently at an accounting and auditor's conference for the affordable housing industry and they were talking about how some agencies which

had converted to RAD are losing tons of money and may lose their properties. So that is just another option that we have to look at. - That is all I have.

Mr. Lawrence also added the auditors and agencies are leaning toward PBRA rather than PBV, because that method is not working out.

Eric Chubenko, VP, Professional Development deferred comment on the November 2019 training conference and the 2020 MARC NJNAHRO conference to Janie and Bill. Eric talked briefly about the Nan McKay training that was held in May in the City of Newark. He appreciated the turnout and thanked Victor Cirillo and the Newark Housing Authority for lending them the facility and to Bill and Janice who helped coordinate things during the 3 days of training.

Chris Marra, VP of Housing had no report.

John Mahon, VP of Legislation talked about HUD expanding protocol/tryout for the new UPCS to other regions. It will be expanded and did not announce date wide. Now this is going to take up to two years to get it completed. If you join this your last physical (REAC) score will be through your trial period. So make sure you did not have an off year when you did this.

National NAHRO did ask me one thing. They are doing a webinar about repositioning your portfolio and your assets. They are having trouble getting someone publicly to discuss that a decision to stay in public housing and why.

Vernon Lawrence asked John, I know that NAHRO is having a webinar on July 23 but there is a fee for that one. John answered that is different.

President Victor Cirillo asked if there was anything on the immigration issue. Is it still in the comment period?

John Mahon – It is still in comment. The National is taking a general position on it. It will not go through committee structure. National NAHRO knows there are authorities it does not affect and in some authorities their communities support the removal of illegal immigrants from housing authorities. There is not blanket consensus on this issue within the membership of NAHRO.

There was also brief discussion on the census question about citizenship on the census question.

Victor Cirillo then asked John Mahon if there was anything on the MARC-NAHRO front that we should know about.

John Mahon stated that he is setting up the committee structure. In relation to the conference I have to get the final agreement between Lou and Marsha settled on. The MARC board is engaged that they want to show up at this. John stated that Marsh said MARC had to step up to the plate and the time for MARC getting a gift is over. John becomes president of MARC in October.

Gary Centenaro was absent, so Victor Cirillo asked Bill Snyder, Service Officer if he had a report.

Bill Snyder reported on the financial outcome of the May conference and the work on the MARC NAHRO for the 2020 conference. We had the training in Newark for HCV and PBV programs. We had 42 registrants only 4 did not take the exam. The total revenue was \$32,000 and our expenses were about \$22,000, so we earned \$10,000. It is something we should do every few years. Bill praised the Nan McKay trainer at the program.

Bill also brought up that most of the registrants 26 were from Newark. Bill asked, do you think the Board would consider making a donation from the proceeds to the Newark Housing Authority's scholarship fund?

Robert DiVincent made the motion that NJNAHRO make a \$1,000 contribution to the Newark Housing Authorities scholarship fund, based on the proceeds from the training. Kimberly Gober seconded the motion. Victor Cirillo gave brief overview of the scholarship program. The vote was unanimous to provide the Newark Housing Authority scholarship fund with a \$1,000 contribution.

The other thing is the Fall Conference. I sent out the newsletter and the point was to get out the agenda of the conference. Bill talked about the specific programs on the agenda:

The History & Future of Government Subsidized Housing. This would be done by Bill Snyder, Louis Riccio, Eric Chubenko, and Victor Cirillo. As Bill stated this would be the first time this occurred.

Public Housing Preservation/Post RAD Conversion. This would be done by Sheila Jones who worked for HUD on many New Jersey conversions and Joseph Billy.

Adoption and Implementation of PHA Policies

This would be a seminar done to reinforce the dividing line between commissioners and Housing Authority executive director's and staff.

OPRA/Open Public Meeting Act

The conference committee is currently searching for a lawyer to give this presentation on OPRA process and the Open Public Meetings Act.

We are still going to tweak this. This conference is evolving, since starting it a few years ago. We had to change the registration fees a little bit. We changed the one day fee.

Janice DeJohn then stated that we are going start the conference Monday with registration and Tuesday and Wednesday will be classes. The hotel went up \$2.00 to \$117. I do not like raffle/breakfast on the last day, there is only 25 people. There will be no more speakers at the final breakfast. The event still includes a reception at Olon on Tuesday night November 19 and the annual NJNAHRO meeting at lunch on Wednesday, November 20 where a new slate of officers will be proposed and put up for a vote.

Bill Snyder final idea is that we have done so well financially, we were supposed to join NJAHRA at their annual holiday luncheon, but our thoughts were to do something a little different. So we are proposing to do a NJNAHRO Loyalty Luncheon on Friday, November 15 at the Galloping Hill Golf Course in Kenilworth. The idea is to reward our vendors by having them get together with the membership. We would provide each vendor with one free ticket and each Authority would be provided with two free tickets. If anyone wanted to also attend they could pay \$35.00 per person. The idea of the luncheon is to provide vendors – in a different setting – an opportunity to network with Housing Authority decision makers and provide them with a thank you (Free ticket) for their support over the years.

The budget put together by Bill is for 150 meals or \$6,500. It is a buffet luncheon and cash bar.

Bill Snyder was looking for motion to proceed. It is the Friday right before the NJNAHRO conference.

Domingo Senade made the motion and Robert DiVincent seconded the motion to have the NJNAHRO Loyalty Luncheon at Galloping Hill Golf Club on November 15, 2019.

Janice then asked if we could make the extra ticket for \$40.00 per ticket, to cover the whole cost + gratuity.

John stated that when you market this to the Authority it is for people to engage the vendors.

Victor Cirillo asked for a vote on the luncheon. The vote was unanimous.

John Mahon informed the group that down in Florida a new legal issue has been happening to Authorities dealing with the matter of “accessibility to websites.” There are lawsuits flying all over the place – not just about audible as well as other conversion into foreign languages.

Bill Snyder also informed the group that NJNAHRO will be meeting with Sheila Oliver, NJ DCA Commissioner about NJNAHRO providing training. In addition, he stated that Lou Riccio would be reaching out to Greg Russ is new NYCHA chairman. Lou knows him and wanted to see if NJNHARO could assist him at the site and also possibly involve him to be a speaker at a future event. Both Lou Riccio and John Clark know him from national organizations like PHADA and CLAPHA.

Victor Cirillo asked, is there a motion to adjourn?

Eric Chebunko made the motion to adjourn and Janice DeJohn seconded the motion.

The meeting ended at 11:50 a.m.