

THE MINUTES OF THE REGULAR MONTHLY MEETING  
OF THE COMMISSIONERS OF THE HOUSING AUTHORITY  
OF THE CITY OF NEWPORT, RHODE ISLAND  
HELD ON THE TENTH DAY OF JULY, 2008

The Commissioners of the Housing Authority of the City of Newport, Rhode Island met in regular session at the Newport Housing Authority Administration Office, Newport, Rhode Island at 4:30 p.m. on July 10, 2008.

Roll call followed the Pledge of Allegiance:

PRESENT:	Chairperson	Jan Shapin
		John Crowley, Jr.
	"	Frank Coleman
	"	Frank McCauley
	"	Constance Vergowven
	"	Cheryl Abney

ALSO PRESENT: Attorney Joseph J. Nicholson, Jr.

ABSENT: Vice Chair Rodney Bowley

Upon a motion by Commissioner Crowley, seconded by Commissioner Coleman, and unanimously carried the minutes of the regular monthly meeting held on June 20, 2008 were approved.

The monthly bills report was presented to the Commissioners.

Upon a motion by Commissioner Crowley, seconded by Commissioner Coleman, and unanimously carried, payment of the bills was approved.

C.O.P. Report was presented to the Commissioners.

Upon a motion by Commissioner Crowley, seconded by Commissioner Coleman, and unanimously carried, the C.O.P. Report was accepted.

The Secretary submitted to the Commissioners the Consent Calendar items which included the Occupancy Reports, Applications, and June Collection Loss Reports.

Upon a motion by Commissioner Crowley, seconded by Commissioner Vergowven, and unanimously carried, the Consent Calendar items were approved.

The Secretary presented to the Commissioners a description of a recycle program implementation. The program will begin with a recycle program at all of the elderly buildings, then going to Chapel Terrace and expanding to Park Holm after coordinating with the Park Holm residents information regarding the containers. We are anticipating implementation of the program at Donovan Manor, Chapel Terrace and all scattered elderly sites by August 1<sup>st</sup>.

Upon a motion by Commissioner Crowley, seconded by Commissioner Vergowven, and unanimously carried, the Board approved the implementation of the recycle program.

The Secretary presented to the Commissioners the revised Personnel Policy for Adoption.

Commissioner Crowley requested to see the changes that were made on the previous copy of the policy showing the revisions that were made.

Upon a motion by Commissioner Crowley, seconded by Commissioner Coleman, and unanimously carried, the Board will continue this discussion in a month to give time for the Secretary to distribute to the Commissioners a copy of the edited version of the Personnel Policy so a comparison can be made to the revised copy presented for adoption

The Secretary presented to the Commissioners the 501C3 application and By-Laws of the non-profit corporation requesting authorization to submit the 501C3 application to the State of Rhode Island.

Upon a motion by Commissioner Crowley, Seconded by Commissioner Vergowven, and unanimously carried, the application was accepted.

The Secretary presented to the Commissioners for authorization of payment to Architectura for Capital work in the amount of \$44,058.63.

Upon a motion by Commissioner Crowley, Seconded by Commissioner Coleman and unanimously carried, to approve and authorize payment.

The Secretary provided the Commissioners with copies of the monthly Finance reports.

Upon a motion by Commissioner Crowley, seconded by Commissioner Abney, and unanimously carried, to accept the reports as read.

The Secretary presented to the Commissioners the monthly Maintenance Report.

Upon a motion by Commissioner Crowley, seconded by Commissioner Abney, and unanimously carried, to accept the reports as read.

The Secretary provided the Commissioners with copies of the HOPE VI monthly report in the absence of the HOPE VI Director.

A motion was made by Commissioner Crowley, seconded by Commissioner Vergowven, and unanimously carried accepting the reports as read.

The Director of Social Services presented to the Commissioners her monthly report.

Upon a motion by Commissioner Coleman, seconded by Commissioner Vergowven and unanimously carried, to accept the reports as read.

The Secretary provided updated information regarding the Newport Resident Council. Yvette Harris of the Newport Resident Council and the RAB Committee met this month and are in the process of coordinating an election. The Newport Resident Council has scheduled a meeting on Monday, July 14<sup>th</sup> with the intention of having a quorum for approval of holding an election by the end of the year.

The Secretary added that the Authority will continue to work with the Resident Council in regards to the election. Monthly meetings with the Resident Council will begin in August and hopefully some other residents will be interested and actively involved in the Resident Council.

The Secretary announced that the last Agenda item, Executive Session (closed session) will be held at a later date. Chairperson Shapin suggested that the strategic planning session be held at the end of the month or beginning of next month and that this session begin with the closed Executive Session. In keeping on schedule, the Commissioners Workshop will follow.

Upon a motion by Commissioner Crowley, seconded by Commissioner Vergowven and unanimously carried the meeting adjourned at 4:55 p.m.