POUGHKEEPSIE HOUSING AUTHORITY
Minutes of the March 22, 2023 Special Meeting

Present:	Shirley Adams, Chairman Vincent Brugger, Vice-Chairman Yvonne Flowers, Member Thomas O'Neill, Assistant Secretary-Treasurer
Also Present:	Sandra Boothe, Executive Director Thomas Shanley, Accountant Joanna Longcore, Counsel
Absent:	Jacquetta Brown, Secretary Felicia Watson, Treasurer Joseph Krakow, Member

The Special Meeting of the Poughkeepsie Housing Authority was held on Wednesday, March 22, 2023 at 5:19 p.m. at the Administrative Office located 4 Howard Street, Poughkeepsie, NY 12601.

RESOLUTIONS

Resolution 2023-11 Financial Procedures Policy: Vice Chairman Brugger made a motion to put the resolution on the floor. Commissioner O'Neill seconded. Mr. Shanley presented the resolution. Ms. Longcore said that she was able to review the policy and it is in order. Vice-Chairman Brugger made a motion to accept the resolution. Commissioner O'Neill seconded. Motion passed unanimously.

Resolution 2023-12 Vacated Arrears Write-Offs: Vice-Chairman Brugger made a motion to put the resolution on the floor. Commissioner O'Neill seconded. Motion passed. Ms. Boothe presented the resolution to write off additional arrears in an amount $8,841.21. Vice-Chairman Brugger made a motion to approve the resolution. Commissioner O'Neill seconded. Motion passed unanimously.

Resolution 2023-13 Amending the Capitalization Policy: Vice-Chairman Brugger made a motion to put the resolution on the floor. Commissioner O'Neill seconded. Motion passed. Mr. Shanley presented the resolution to amend our Capitalization Policy as recommended by our auditors. They recommended we increase the capitalization amount from $500 to $5,000. Vice-Chairman Brugger made a motion to accept the resolution. Commissioner Flowers seconded. Motion passed unanimously.

Resolution 2023-14 Management Health Insurance: Vice-Chairman Brugger made a motion to put the resolution on the floor. Commissioner O'Neill seconded. Motion passed. Mr. Shanley presented the resolution for renew the health insurance for

management personnel. The amounts are to the IRS guidelines. Mr. Shanley noted that there was an error in the resolution. It should read "$3,850.00 for the Executive Director and Building and Grounds Administrator and $2,850.00 for the Accountant". Commissioner Flowers made a motion to approve the resolution with the amendments. Vice-Chairman Brugger seconded. Motion passed unanimously.

ADJOURNMENT

The meeting was adjourned at 5:46 p.m.

I hereby certify that the minutes are true and correct and approved at the Meeting of April 12, 2023.

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Jaquetta Brown, Secretary