



West Boylston Housing Authority

87 MAPLE STREET - ORCHARD KNOLL
WEST BOYLSTON, MASSACHUSETTS 01583
(508) 835-6060

MINUTES OF THE NOVEMBER 5, 2008 BOARD OF COMMISSIONERS MEETING HELD AT 87 MAPLE STREET, ORCHARD KNOLL, AT 7:00 P.M.

MEMBERS PRESENT:

Eva Gambaccini, Asst Chairman
Richard Duguay, Treasurer
Emily Witkus, Asst Treasurer
Joan Welsh, Secretary

MEMBERS ABSENT:

Paul Menard, Chairman

OTHERS PRESENT:

Anita Sullivan, Executive Director
Steve Cote, Fee Accountant,
Fenton & Ewald

The Regular Meeting of the Board of Commissioners was called to order at 7:00 p.m. by Asst Chairman, Eva Gambaccini.

New Business:

The FYE 9/30/09 budgets were distributed for review and discussion. After a discussion Joan Welsh made a motion to approve the proposed operating budget for the consolidated housing program of the West Boylston Housing Authority FYE 9/30/09 showing total revenue of \$199,374.00 and total expenses of \$244,012.00 thereby requesting a subsidy of \$31,396.00. Richard Duguay seconded the motion. All in favor. After a discussion Joan Welsh made a motion to approve the proposed operating budget for the 689 Special Needs housing program of the West Boylston Housing Authority FYE 9/30/09 showing total revenue of \$ 29,086.00 and total expenses of \$ 28,598.00 thereby requesting a subsidy of \$ 0.00. Richard Duguay seconded the motion. All in favor.

The Budget certification pages were distributed and all present signed where designated.

Anita Sullivan is taking vacation time November 18 through November 20th.

Unfinished Business:

The Board members continue to assess how the Authority will best serve the W. Boylston community and will form a mission statement when the direction is clearly defined.

The auditors will be at the Housing Authority until November 14th. Anita is not sure when the exit conference will be, as nothing has been scheduled at this time. The auditors were waiting for the year end statements from the accountant which he provided today.

Maintenance Report

The prison work program was at Orchard Knoll to rake leaves. Sgt Shepard had called because they had a group of men who were unable to go where scheduled. I told him to call us ANY time they had an opening, we would surely have something for them to do.

Executive Director's Report

The November NAHRO newsletter was reviewed and discussed.

The November 2008 checks were signed and distributed for the Board's review.

The year end FYE 9/30/08 financials were reviewed and discussed.

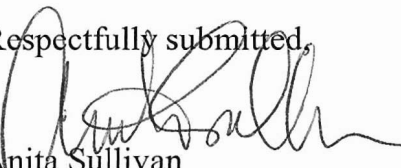
Review & Approval of Minutes

Joan Welsh made a motion to accept the minutes of the Regular Board Meeting held October 1, 2008. Emily Witkus seconded the motion. All in favor.

Adjournment

Richard Duguay made a motion to adjourn the meeting at 8:15 p.m. Joan Welsh seconded the motion. All in favor.

Respectfully submitted,



Anita Sullivan
Executive Director