

Dighton Housing Authority (DHA)
Board of Commissioners Meeting
January 12, 2021
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Called to Order: Chairman Edward J. Olney called the Board of Commissioners (BOC) Virtual Meeting of the Dighton Housing Authority (DHA) to order at 9:30 a.m. on January 12, 2021. Due to social distancing guidelines related to the COVID-19 state of emergency, this meeting was held by teleconference.

Attendance: Adele L. Collard, Alan B. Medeiros, Edward J. Olney, Anabela Powell, Alice E. Souza, and Executive Director Robbie A. DeSouza were present. No one was absent.

Minutes of Previous Meetings: The Board reviewed and discussed the December 8, 2020 minutes. Motion to accept the minutes of the December 8, 2020 meeting was made by Adele L. Collard, seconded by Alice E. Souza, passed unanimously.

FY 21 Clothing Allowance: The Board reviewed and discussed the one-time request from Maintenance Employee Tim Lynch to spend his FY21 clothing allowance on clothes for work, opposed to boots. Motion to allow the Maintenance Employee, Timothy Lynch, to use his FY21 Clothing Allowance on clothes for work, instead of boots, was made by Anabela Powell, seconded by Adele L. Collard, passed unanimously.

FY24 Formula Funding Award \$95,483: The Board reviewed and discussed the letter dated November 24, 2020 from the Department of Housing & Community Development (DHCD) awarding the DHA \$95,483 for Fiscal Year 2024 in Formula Funding. Motion to approve the FY24 Formula Funding Award of \$95,483 was made by Alice E. Souza, seconded by Anabela Powell, passed unanimously.

FY20 Agreed Upon Procedure (AUP): The Board reviewed and discussed the FY20 AUP dated November 20, 2020 from CPA Thomas G. Flaherty with zero findings. Motion to accept the FY20 AUP was made by Adele L. Collard, seconded by Alice E. Souza, passed unanimously.

Resident Services Report: The Board reviewed and discussed the Resident Services Report. Motion to accept the Resident Services Report was made by Alan B. Medeiros, seconded by Adele L. Collard, passed unanimously.

Executive Director's Report: The Board reviewed and discussed the Executive Director's Report. Motion to accept the Executive Director's Report was made by Adele L. Collard, seconded by Alan B. Medeiros, passed unanimously.

Treasurer's Report(s): December 2020: The Treasurer's Report for the month of December 2020 was reviewed and discussed. Motion to approve the December 2020 Treasurer's Report was made by **Adele L. Collard**, seconded by **Anabela Powell**, passed unanimously.

Executive Director's Time Sheet: December 2020: The Board reviewed and discussed Robbie A. DeSouza's time sheet for the month of December 2020. Motion to approve Robbie A. DeSouza's December 2020 Time Sheet was made by Adele L. Collard, seconded by Alan B. Medeiros, passed unanimously.

Next Meeting: February 9, 2021 at 9:30 a.m. This meeting will be held by teleconference due to social distancing guidelines related to the COVID-19 state of emergency.

Adjournment: Motion to adjourn the January 12, 2021 Board of Commissioners Phone Meeting was made by Adele L. Collard, seconded by Alan B. Medeiros, passed unanimously.

Materials: Cover Letter / Clerk's Certificate / Agenda / Minutes From Previous Meeting and/or Extract from Minutes / Treasures Report(s) / ED Robbie A. DeSouza Monthly Time Sheet(s) / RSC Report / ED Report / Personnel Policy Clothing Allowance Section / FY20 AUP Report / DHCD Formula Funding Letter dated 11/24/2020 / DHCD FY21 Budget Approval dated 12/15/2020 / December 2020 DHA Resident Memo / 2021 Dighton Food Bank Dates / January 2021 Resident News

Robbie A. DeSouza
Executive Director
FOR THE AUTHORITY