MONTHLY MEETING MINUTES

Meeting Date: 03/22/2012
Location: Rutgers Club, New Brunswick, NJ
SPECIAL MEETING AGENDA
March 22, 2012, 10:00 am @ The Rutgers Club – New Brunswick, NJ

1) **Call To Order** (attendee’s sign in).

2) **Approval Of Monthly Bills.**

3) **New Business.**
   - Consideration of Revised By-Laws
   - Consideration of Compensation Survey

4) **Adjournment.**
# Monthly Meeting Sign In Sheet

03/22/2012 – Rutgers Club, New Brunswick, NJ

## OFFICERS

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
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<tbody>
<tr>
<td>John Clarke</td>
<td>President</td>
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<tr>
<td>Madeline Cook</td>
<td>Senior Vice President</td>
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<td>Douglas Dzema</td>
<td>Treasurer</td>
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<tr>
<td>Sandi Niemiec</td>
<td>Recording Secretary</td>
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<tr>
<td>Kay Nest</td>
<td>Corresponding Secretary</td>
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<tr>
<td>E. Dorothy Carty</td>
<td>V.P. – Commissioners</td>
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<td>Daniel</td>
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<tr>
<td>Lillian Cuifo</td>
<td>V.P. – Community Development</td>
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<td>Joseph Billy</td>
<td>V.P. – Professional Development</td>
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<tr>
<td>Victor Cirilo</td>
<td>V.P. – Housing</td>
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<td>Louis Riccio</td>
<td>V.P. – Legislation</td>
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<tr>
<td>Gary Centenaro</td>
<td>V.P. – Member Services</td>
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# Monthly Meeting Sign In Sheet

03/22/2012 – Rutgers Club, New Brunswick, NJ

## TRUSTEES

<table>
<thead>
<tr>
<th>Name</th>
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<tr>
<td>Eric Chubenko</td>
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<td>Janice DeJohn</td>
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<td>Robert DiVincent</td>
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<td>Debra Heinz</td>
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<td>Samuel Hudman</td>
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<td>Richard Keefe</td>
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<td>Maria Marquez</td>
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<td>Marion Sally</td>
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<td>Sherry Sims</td>
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<td>Jack Warren</td>
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<td>Kimberly Woodhull</td>
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## IMMEDIATE PAST PRESIDENT

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<th>Name</th>
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<tr>
<td>John Mahon</td>
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<tr>
<td>Name</td>
<td>Signature</td>
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<tr>
<td>Frank Bozin - Counsel</td>
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<td>Bill Snyder - SC</td>
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MONTHLY MEETING MINUTES
Thursday, March 22\textsuperscript{nd} @ 10:00 am – Rutgers Club, New Brunswick, NJ

John Clarke – Good morning
Doug Dzema unable to attend – excused absence.
Frank Borin (attorney) asked to review bylaws.
Frank Borin:
\begin{itemize}
\item Does not see any legal issues.
\item Items reviewed:
\item One Agency One Vote – in bylaws
\item Board member status to past presidents – Board Members Emeriti.
\hspace{1cm} -no voting privaleges (resolutions, motions, elections).
\hspace{1cm} -not counted as the “23”.
\hspace{1cm} -present at meetings
\hspace{1cm} -not required to be active as in the case of immediate past president.
\hspace{1cm} -can be appointed to committee’s – will they be voting as a committee?
\end{itemize}
Lou Riccio – advised that a few members of NAHRO attempted to attend meeting. Had to inform them that meeting was closed and required invite.
John Clarke – Asked that we confirmed there are 97 agency members of NJ NAHRO.

Authorities that have Exec Director and Commissioner on NAHRO board – is OK.
Additional language to bylaws for the board to accommodate those individuals who request as such.
Frank Borin reiterated that they (attorneys) found bylaws legally compliant.

\textbf{MOTION} – Approve “cleaned-up” bylaws with amended ADA for reasonable accomodations provision – send to 97 members.
Lou Riccio
2\textsuperscript{nd} – Gary Centennaro
All in favor.
No opposed.

John Clarke discussed Compensaton Survey and reminded all to complete them. Make sure they meet HUD requirements.
Lou Riccio – Concerned that Melrod’s survey does not meet HUD standards and opens NJ NAHRO to liability.
John Clarke – Reminded that the survey must by complete – does not matter who the third party – and that NJ NAHRO is not paying for them, but as a group, support the concept that they should be done. 
MOTION: Support the mandatory compensation survey’s be done every authority.
   Lou Riccio
   2nd – Kim Woodhull
   All in favor
   No one opposed.

MOTION: Approval of payment of monthly bills
   Lou Riccio
   2nd: Sandy Niemiec
   All in favor
   No one opposed.

Lou Riccio – provided update annual conference Nov. 2012 discussed possible locations to book.

MOTION – To book Resorts – for annual conference.
   Lou Riccio
   2nd – Gary Centennari
   All in favor
   No one opposed

Bill Snyder – Discussed training at Middletown Housing Authority (with Joe Billy)
   May 11th Training – Jamesburg, NJ – Criticism and Discipline
   Retreat – 04-22 – Atlantic City, NJ
   John Clarke – Diane Johnson may speak
   Sponsoring any events email Bill Snyder (website)
   Legislative Conference – Review of schedules - May have to split (Senate and House)

John Clarke – Websites are being reviewed – comptroller reviewing sites. Keep up to date.
   Gary Centennari – Still have to advertise in newspaper if you have website?
   Frank Borin – Yes. Legislation out there – has not passed.
   John Clarke – Old law stated post 48 hours prior to meeting – going to 5 days?
   Frank Borin – Being proposed, not enacted currently.
   Lou Riccio – Discussed new legislation proposed eliminating “closed” sessions, Senator Bucco proposed legislation, and COHA?
   Sandy Niemiec -Mentioned gift to Ed Depaula from NJ NAHRO and NJARA.
   John Clarke – Welcome new member officially – Shery Sims.
   Madeline Cook – Announcement of NJARA workshop on 04/27.
   Victor Cirilo – Announcement for Nan McKay UPCS certification seminar in May in Philadelphia, PA.

Discussion of costs, etc. covering process.

John Clarke – NAHRO conference in D.C. schedule.

John Clarke – MARC and NERC breakfast schedule.

Victor Cirilo – North Jersey Sustainable Communities

John Clarke – Region was one of six regions in country receiving grant - $5MM. Discussed possible planning funds if in that area. Email if interested.

Lou Riccio – Regional Administrator’s Position

Discussion of who is in the running, etc.

Kim Woodhull – Question re contract and personnel policy regarding her pregnancy.

Discussion of various policies, adopting policies, revising current, etc.

Maria Marquez – Commissioners calling in to board meetings?

Discussion of guidelines, amending bylaws, etc.

John Clarke – Insurance

Requested copy of NAHRO policy covering – both insurance companies wanted to see copy before providing rates, etc..

John Clarke – Audit

Discussion of acquiring simple small non-for profit audit.

Lou Riccio – Send request to Giampaolo and Polcari pro-bono audit.

Dick Keefe – NJARO audit $1,000.00

Motion To Adjourn

Lou Riccio

Madeline Cook – 2nd

Meeting ended @ 11:35 am.