MONTHLY MEETING MINUTES

Meeting Date: 07/26/12
Location: Rutgers Club – New Brunswick, NJ
MONTHLY MEETING AGENDA

Regular Meeting: July 26, 2012
Time: 10:00 A.M.
Location: Rutger's Club
           New Brunswick, NJ

1. Call to Order (sign-in)

2. Approval of Previous Meeting Minutes

3. Reports
   Madeline Cook       Senior Vice President
   Douglas Dzema      Treasurer
   Sandi Niemiec      Recording Secretary
   Kay Nest           Corresponding Secretary
   E. Dorothy Carty-Daniels Vice President – Commissioners
   Lillilan Cuifo     Vice President – Community Development
   Joseph Billy       Vice President – Professional Development
   Victor Cirilo      Vice President – Housing
   Louis Riccio       Vice President – Legislation
   Gary Centinaro     Vice President – Member Services
   Bill Snyder        Service Officer

4. Approval of Bills

5. Old Business

6. New Business

7. Adjournment
### Monthly Meeting Sign In Sheet

**07/26/12 – Rutger Club, New Brunswick, NJ**

#### OFFICERS

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

Please sign below adjacent to your name.
# Monthly Meeting Sign In Sheet

07/26/12 – Rutger Club, New Brunswick, NJ

## TRUSTEES

<table>
<thead>
<tr>
<th>Name</th>
<th>Signature</th>
</tr>
</thead>
<tbody>
<tr>
<td>Eric Chubenko</td>
<td>[Signature]</td>
</tr>
<tr>
<td>Janice DeJohn</td>
<td>[Signature]</td>
</tr>
<tr>
<td>Grace Dekker</td>
<td>[Signature]</td>
</tr>
<tr>
<td>Robert DiVincent</td>
<td>[Signature]</td>
</tr>
<tr>
<td>Samuel Hudman</td>
<td>[Signature]</td>
</tr>
<tr>
<td>Richard Keefe</td>
<td>[Signature]</td>
</tr>
<tr>
<td>Melissa Kuzma</td>
<td>[Signature]</td>
</tr>
<tr>
<td>Maria Marquez</td>
<td>[Signature]</td>
</tr>
<tr>
<td>Sherry Sims</td>
<td>[Signature]</td>
</tr>
<tr>
<td>Jack Warren</td>
<td>[Signature]</td>
</tr>
<tr>
<td>Kimberly Woodhull</td>
<td>[Signature]</td>
</tr>
</tbody>
</table>

## IMMEDIATE PAST PRESIDENT

<table>
<thead>
<tr>
<th>Name</th>
<th>Signature</th>
</tr>
</thead>
<tbody>
<tr>
<td>John Mahon</td>
<td>[Signature]</td>
</tr>
</tbody>
</table>
Monthly Meeting Sign In Sheet
07/26/12 – Rutger Club, New Brunswick, NJ

**SERVICE OFFICER**

<table>
<thead>
<tr>
<th>Name</th>
<th>Signature</th>
</tr>
</thead>
<tbody>
<tr>
<td>William Snyder</td>
<td></td>
</tr>
</tbody>
</table>

**NJ NAHRO AGENCY MEMBERS, MEMBER/ASSOCIATES**

<table>
<thead>
<tr>
<th>Name</th>
<th>Signature</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>
## Monthly Meeting Sign In Sheet

07/26/12 – Rutger Club, New Brunswick, NJ

**GUESTS AND OTHERS**

<table>
<thead>
<tr>
<th>Please write your name below</th>
<th>Please sign below adjacent to your name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Frances Lazo</td>
<td>Frances Lazo</td>
</tr>
</tbody>
</table>

|                               |                                       |
|                               |                                       |
|                               |                                       |
|                               |                                       |
|                               |                                       |
|                               |                                       |
|                               |                                       |
|                               |                                       |
|                               |                                       |
|                               |                                       |
|                               |                                       |
|                               |                                       |
|                               |                                       |
MONTHLY MEETING MINUTES – 07-26-12

John Clarke – Welcomed everyone and opened meeting.

Reminder about the tracking excused absences – email John Clarke if you are not going to attend so it may be marked as excused as when new bylaws finally are in affect only (3) unexcused absences are permitted.

MOTION: Approval of previous meeting minutes

Moved – Lou Riccio
2nd – Gary Centinaro
All in favor.
No one opposed.

REPORTS:

Madeline Cook – Senior Vice President:

- No report.
- Mentioned that Smithville event with NJAHRA went well.
- Reminder to start signing up for NJAHRA's conference at end of September and mark calendars for our conference in November. Go to websites for more information.

Doug Dzema – Treasurer

- Explanation of $34M deficit in the 6 month budget to actual.
  o Training dollars not in.
  o JIF – down $19M, but they are currently processing invoice.
  o (Lou Riccio) $9M check from NJ NAHRO never deposited. Being reissued.
  o Expenses – all are within budgeted amounts except legal fees – slightly over due to bylaws.
  o Legislative Conference and Board Retreat – only one shot items, but are part of 6 month budget to actual.

MOTION: Approval on monthly bills

Moved – Joseph Billy
2nd – Lillian Cuifo
All in favor
No opposed

Sandy Niemiec – Recording Secretary
- No report.

Kay Nest – Corresponding Secretary
- No report.

Lillian Cuifo – V.P. Community Development
- Reminder Community Development Block Grant Fund application due in November.
- Took course for HOME application – extensive but would recommend it.

Joe Billy – Professional Development
- We did fine on first two training sessions.
- Will plan something for October – between NJAHRA and our conference in November.
- Discussion of HUD’s PHAS listening sessions scheduled for next week and topics that may be discussed.

Victor Cirilo – Housing
- Unit data due by July 31st in PIC for capital funds for next year.
- REAC Site has a new bulletin – review.
  o Mention that appliances owned by tenant will be inspected in addition to fire extinguishers.
  o Noted the published proposed rules on physical needs assessments and energy audits.
- Discussed calls from field office regarding Section 8 utilization rates.
  o John Clarke – EIV/PIC utilization training will be upcoming.
  o Sherry Sims – discussed details of meeting.

Lou Riccio – Legislation
- National – House passed Housing Bill – minor changes; does not help operating subsidies or capital funds. HOME and CDBG rec’d funds. ROSS grants received funding. Senate – taking up before they break – Housing Bill larger than recommended by President. House increased funding in some respects.
  o (John Clarke) Reminder of auto-matic triggers on January 2nd (10% across the board cut of domestic spending in budget they are approving).
- Reminder to be careful due to difference in fiscal year date of October 1st to cuts occurring in January – plan for those 3 months.
- Local – for those who deal with COHA and Affordable Housing, as of July 17th, funds that were received but no expended prior to January 2008 funds are subject to recapture. Appelate division ruled that DCA could not immediately re-capture, but had to send letters to municipalities on how much was due (unexpended). Reminder to check with municipality to see if funds were recaptured.
(John Clarke) – is there an interest on someone coming to talk with us about this? If so, send email.

Gary Centinaro – Member Services
- Did everyone go on line regarding associates?
  o Discussion of how system works and instructions to get lists up to date and accurate.
- Discussion of how National billing works now vs then and how to resolve issues with who has currently paid dues.
  o Discussion of whether NJ NAHRIO will be in charge of collecting dues as of January 1st?
    ▪ Contact NAHRIO rep to discuss while in San Francisco prior to taking any formal action.
  o Discussion of what are requirements to be a member of NAHRIO.
- Discussion of NAHRIO’s contest for drawings – and possible submissions.

MOTION: Accept Gary’s picks for submission in poster contest.

Moved – Lou Riccio
2nd – Doug Dzema
All in favor
No opposed

Bill Snyder – Service Officer
- Discussion of newsletter contents and expected completion date (early August).
  o Request for proof-readers – will send copy in mail.
  o (Lillian Cuiflo) – Plaque to honor retirees in November.
  o (John Clarke) – attending NAHRIO conference in San Francisco with Bill Snyder, please email any comments to carry over.

OLD BUSINESS:
- Discussion of November conference and set up.
- Exhibiting at League of Municipalities.

MOTION: Exhibit at Governor’s Housing Conference

Moved – Gary Centinaro
2nd – Victor Cirilo
All in favor
No opposed

- Need volunteers – email Bill Snyder.
- Revision of minutes during retreat regarding election of Grace Dekker and Mellissa Kuzma.

NEW BUSINESS:
- (Lou Riccio) Proposal of 4 Resolutions -Emailed every state chapter regarding one vote one agency affiliates/associates. Rec'd 25 responses. Only 2 allow affiliates and associates to vote. On the right track with proposed by-law revisions.

MOTION: Approval of Resolution Notifying Board of Governor’s of Chapter’s Position (17)
  Moved – Victor Cirilo
  2nd – Sandi Niemiec
  Discussion of motion.
  All in favor
  No opposed

MOTION: Approval of Resolution Requiring Approval of Board for Guests, Individuals, Vendors, Exhibitors to Attend Meetings (18).
  Moved – Gary Centinaro
  2nd – Lillian Cuiffo
  Discussion of motion.
  Yes – 7; No – 8; Abs – 2
  Resolution failed.
  - Further discussion of amending Resolution 18 lead to the reconsideration of the orginally worded amendment.

MOTION: Approval of Original Resolution Requiring Approval of Board for Guests, Individuals, Vendors, Exhibitors to Attend Meetings (19).
  Moved – Joe Billy
  2nd – Janice DeJohn
  Discussion of motion.
  Yes – 15; No – 2; Abs – 2
  Passed
  - Pulling Resolution 20.

MOTION: Approval of (3) Recipients of Scholarships – (Aleah Mobley, Maurice Thompson, Mujai Austin) (21)
  Moved – Gary Centinaro
2nd – Maria Marquez
Discussion of motion.
All in favor
No opposed

MOTION: To Have Hospitality Suite for NAHRO Conference in Nashville, TN – Not To Exceed $3,500.00
Moved – Lou Riccio
2nd – Gary Centinaro
Discussion of motion.
All in favor
No opposed

- (John Mahon) HUD sent notification that they did not receive responses on attendance at
  next week's event. Double check your attendance notifications.
- Discussion of the League of Municipalities attendance and request for more

MOTION: Approval of $300.00 donation to Long Branch NJ HA– Tyrone Garrett's Participation in Event
For The Benefit of Youth Training Program
Moved – Sandi Niemiec
2nd – Madeline Cook
Discussion of motion.
All in favor
No opposed

MOTION: Adjournment of Meeting
Moved – Sandi Niemiec
2nd – Lillian Cuifo
All in favor
No opposed

Meeting Ended (11:33 am)