MONTHLY MEETING MINUTES

Meeting Date: 09/27/12
Location: Rutgers Club – New Brunswick, NJ
MONTHLY MEETING AGENDA

<table>
<thead>
<tr>
<th>Regular Meeting:</th>
<th>September 27, 2012</th>
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<tbody>
<tr>
<td>Time:</td>
<td>10:00 A.M.</td>
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<tr>
<td>Location:</td>
<td>Rutger's Club</td>
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<td>New Brunswick, NJ</td>
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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

09/27/12 – Rutger 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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<td>Madeline Cook</td>
<td>Senior Vice President</td>
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<td>Douglas Dzema</td>
<td>Treasurer</td>
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<td>Sandi Niemiec</td>
<td>Recording Secretary</td>
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<td>Kay Nest</td>
<td>Corresponding Secretary</td>
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<td>E. Dorothy Carty Daniel</td>
<td>V.P. – Commissioners</td>
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<td>Lillian Cuifo</td>
<td>V.P. – Community Development</td>
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<td>Joseph Billy</td>
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<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 Centinaro</td>
<td>V.P. – Member Services</td>
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# Monthly Meeting Sign In Sheet

09/27/12 – Rutger Club, New Brunswick, NJ

## TRUSTEES

<table>
<thead>
<tr>
<th>Name</th>
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<tbody>
<tr>
<td>Eric Chubenko</td>
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<td>Janice DeJohn</td>
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<td>Grace Dekker</td>
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<td>Robert DiVincent</td>
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<td>Samuel Hudman</td>
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<td>Richard Keefe</td>
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<td>Melissa Kuzma</td>
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<td>Maria Marquez</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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<td>John Mahon</td>
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Monthly Meeting Sign In Sheet

09/27/12 – Rutger Club, New Brunswick, NJ

SERVICE OFFICER

William Snyder

Please sign below adjacent to your name

NJ NAHRO AGENCY MEMBERS, MEMBER/ASSOCIATES

Please write you name below

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

09/27/12 – Rutger Club, New Brunswick, NJ

GUESTS AND OTHERS

<table>
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<th>Please write you name below</th>
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MONTHLY MEETING MINUTES – 09-27-12

John Clarke (10:09 am) – Welcomed everyone and opened meeting.

MOTION: Approval of previous meeting minutes
   Moved – Lou Riccio
   2nd – Gary Centinaro
   All in favor.
   No one opposed.

REPORTS:

Doug Dzema – Treasurer
   - Not much has changed since last month.
   - Discussion of JIF revenue and overall balance.
   - (Lou Riccio) – requested addition of 3 bills submitted after formal approval list (Exhibit booth, set-up and dismantling at Governor’s Conf and League of Municipalities)

MOTION: Amendment and approval of monthly bills
   Moved – Gary Centinaro
   2nd – Jack Warren
   All in favor
   No opposed

   - (Gary Centinaro) – inquired about approval process of disbursement of scholarship checks. Discussion ensued regarding current policies/procedures and plans to amend.

Madeline Cook – Senior Vice President:
   - NJAHRA conference successful – hopes our conference is as successful.
   - Inquired about meeting being open to public.
     o (John Clarke) – addressed attendance of Maria Malo. No objections by any. Said we would discuss later in meeting if there are any questions.
Sandy Niemiec – Recording Secretary
- not in attendance.

Kay Nest – Corresponding Secretary
- not in attendance.

E. Dorothy Carty-Daniels – V.P. Commissioners
- not in attendance.

Lillian Cufo – V.P. Community Development
- not in attendance.

Joe Billy – Professional Development
- not in attendance.

Victor Cirilo – Housing
- Deadline for Rental Assistance Demonstration registration program October 24.
  - Lou and Bill gave great presentation at NJAHRA conference.
  - Regulatory Requirements of Waiting List (20-12-34) – notice.
  - Useful reports/newsletters on HUD’s main website to look at.
  - (John Clarke) – any indicators on RAD responses?
    - Discussion of timeline.
    - (Lou Riccio) – discussed actual application online and point systems. Discussion of schedule/time frames and overall program after acceptance ensued.
    - (Bill Snyder) – discussion of requirements/preparation.

Lou Riccio – Legislation
- Continual Resolution adopted through March 31st.
- Effective January 1st, balanced budget amendment goes into effect. Discussion of preparation for the changes.
- Discussion of changes in in bidding requirements for housing requirements.
- Discussion of ESCO projects – fees, overall process, etc.
- Discussion of COAH funds developments/updates.
  - (Jack Warren) Question regarding allocation/spending of COAH funds. Discussion ensued regarding rules and guidelines.
- (John Mahon) – possible to incorporate meeting re ESCO from non-vendor or rep from HUD at conference? Discussion of schedule ensued along with possible contacts.
- Governor’s Housing Conference presentation preparation/agenda discussion.
- League of Municipalities presentation preparation/agenda discussion.
- NJ NAHRO Conference presentation preparation/agenda discussion.
  - Requirements, possible attendees and other general details.
  - (Gary Centinario) question regarding registration procedure. Discussion ensued.
  - (John Maho) suggested option to use Bally’s cards.
- Reviewed list of vendors.
- (Bill Snyder) Vendor information is on website.
- (John Clarke) Review of possible sessions scheduled.
- (John Clarke) Great job by Lou. Although packed scheduled, any recommendations for other sessions, bring up at meeting. Will try to incorporate separate from conference.
- (Shery Sims) question regarding guests/fees. Discussion ensued.

Gary Centinaro — Member Services
- Posed question regarding updating associates online? Discussion ensued who has been on system. Will request update at next meeting.

Bill Snyder — Service Officer
- Suggested possible visit to plants or possible group event with companies that are revolved around energy performance contracting and developing affordable housing.
  - (John Clarke) worth time to visit as trip is informative and may help with future planning for HA's as it saves costs on construction and time on development schedules.
- Discussion of rules and regulations re subsidy allocation adjustments litigation.
- Reiteration of plans to organize scholarship procedures.
- Discussion of current updates regarding dues and plans to adjust billing procedures.
- (Lou Riccio) Suggested a registration form be available for corporate entities to become members. Discussion regarding preparation of form, correct titling of such members, and proposed fees for these type of memberships.
- Discussion of contents of Newsletter, feedback thus far, cost, etc.

OLD BUSINESS:
- (Lou Riccio) Discussed resolution that was passed last month regarding guests.

MOTION: Rescind Motion Passed at Last Month’s Meeting Requiring Approval of Board for Guests to Attend Meetings
  Moved — Lou Riccio
  2nd — Gary Centinaro
  All in favor
  No opposed

NEW BUSINESS:
- (Maria Maio) — review some of the email correspondence/questions.
  - (John Clarke) Asked that questions be emailed to him for him to have board address.
- (Maria Maio) — glad dues/associate issues are being resolved.
- (Maria Maio) — appreciates being able to attend meeting for the time being.
- Suggested possible re-location to a more accessible venue for such attendance by others.
- (Maria Maio) – suggested that the 2 of the 3 scholarships being awarded to housing authorities of the scholarship committee chairperson does not look good for the board.
- (Gary Centinaro) – question re Bill Snyder’s role as Service Officer. Discussion ensued whether he serves the organization or just the board.
- Discussion of whether issues were resolved with the bylaws/amendments and current status and whether the members have been updated.
  - (Bill Snyder) – raised point that application for tax exempt status may have required changes in bylaws.
- Further discussion of current status of the revisions of the current bylaws and opportunities present by amending the bylaws.
- Discussion of the hospitality suite in Nashville Conference and when to hold. Email Bill with ideas/suggestions.

**MOTION: Adjournment of Meeting**

Moved – Lou Riccio
2nd – Sam Hudman

All in favor
No opposed

Meeting Ended (11:38 am)

Excused Absences:
- Sandi Niemic
- Kay Nest
- E. Dorothy Carty-Daniels
- Lillian Cuifo
- Joseph Billy
- Grace Dekker
- Richard Keefe