



MONTHLY MEETING MINUTES

Meeting Date: 02/28/13

Location: Rutger's Club – New Brunswick, NJ



MONTHLY MEETING AGENDA

Regular Meeting:	February 28, 2013
Time:	10:00 A.M.
Location:	Rutger's Club
	New Brunswick, NJ

1. Call to Order (sign-in)

2. Approval of Previous Meeting Minutes and Excused Absences

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. Consideration of NJ PHA JIF Service Agreement

5. Review of 2013 Calendar

6. Old Business

7. New Business

8. Adjournment

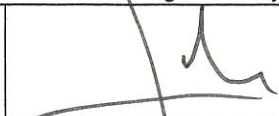
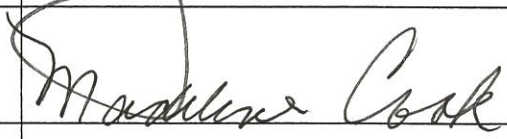
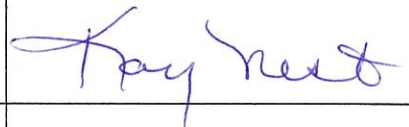
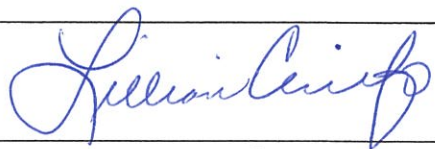

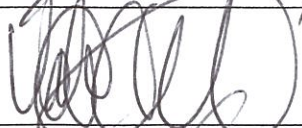
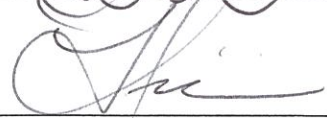


Monthly Meeting Sign In Sheet

02/28/13 – The Rutger’s Club – New Brunswick, NJ

OFFICERS

Please sign below adjacent to your name

John Clarke	President	
Madeline Cook	Senior Vice President	
✓ Douglas Dzema	Treasurer	
✓ Sandi Niemiec	Recording Secretary	
Kay Nest	Corresponding Secretary	
✓ E. Dorothy Carty Daniel	V.P. – Commissioners	
Lillian Cuifo	V.P. – Community Development	
Joseph Billy	V.P. – Professional Development	
Victor Cirilo	V.P. – Housing	
Louis Riccio	V.P. – Legislation	
✓ Gary Centinaro	V.P. – Member Services	

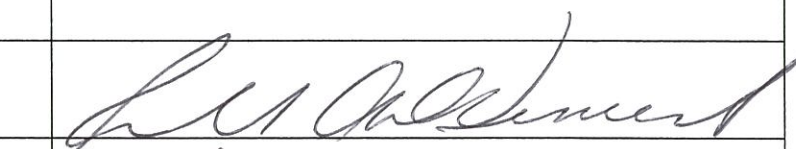



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02/28/13 – The Rutgers Club – New Brunswick, NJ

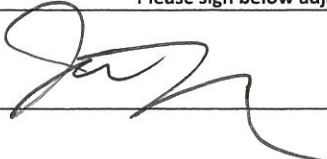
TRUSTEES

Please sign below adjacent to your name

Eric Chubenko	
Janice DeJohn	
Grace Dekker	
Robert DiVincent	
Samuel Hudman	
Richard Keefe	
Melissa Kuzma	
Maria Marquez	
Sherry Sims	
Jack Warren	
Kimberly Woodhull	

IMMEDIATE PAST PRESIDENT

Please sign below adjacent to your name

John Mahon	
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MONTHLY MEETING MINUTES – 02-28-13

EXCUSED ABSENCES: Gary Centinaro, Doug Dzema, E. Dorothy Daniels, Sandi Niemiec

John Clarke – Welcomed everyone and opened meeting.

MOTION: Approval of previous meeting minutes

Moved – Madeline Cook

2nd – Kim Woodhall

All in favor.

No one opposed.

REPORTS:

Madeline Cook – Senior Vice President:

- No report.

Doug Dzema – Treasurer

- No report (Excused Absence).
- (Lou Riccio) List of additional bills not listed on monthly bill list.

MOTION: Approval of amended monthly bill list.

Moved – Sherry Sims

2nd – Lillian Cuifo

All in favor

No opposed

Sandy Niemiec – Recording Secretary

- No report (Excused Absence).

Kay Nest – Corresponding Secretary

- No report.

E. Dorothy Carty-Daniels – V.P. Commissioners

- No report (Excused Absence).
- (John Clarke) Mentioned at the request of Dorothy Carty-Daniels the passing of VAWA.

Lillian Cuifo – V.P. Community Development

- Sequestering causing issues with funding.
- DCA Housing Production indicated they have funds available.
- (Victor Cirilo) Possible development opportunities revolving around Highlands Law.

Joe Billy – Professional Development

- Update of details of the training to held next Friday (Asher).

Victor Cirilo – Housing

- Discussed recent receipt of funding letter update.

Lou Riccio – Legislation

- Update of sequestration schedule and projected amounts of funding cuts.
 - o Discussion of methods to operate with reduced funds.
- (John Clarke) Discussed upcoming requirement for website(s).
- Discussion of Tax Credit program and/or schedule.

Gary Centinaro – Member Services

- No report (Excused Absence).

Bill Snyder – Service Officer

- Updates on various committees.
- Update on 2013 and 2014 dues/billing, etc.
- Discussion of possible joint session with NJAHRA revolved around flooding/policy.
 - o Discussion of flood coverage rules/regulations.
- Simplex Tour agenda update on April 5th.
- Training session agenda update.
- Discussion of aspects of training utilizing webinars.
- Update on expected funding from JIF in upcoming year.
- (John Clarke) update on Morton's meeting agenda.
 - o Still searching for guest speaker.
- Review of MTW Support letter distributed.

MOTION: Approval of JIF Service Agreement.

Moved – Lou Riccio

2nd – Janice DeJohn

All in favor

No opposed

MOTION: Approval of Preparation and Distribution of Final MTW Letter.

Moved – Bob DiVincent

2nd – Lou Riccio

All in favor

No opposed

- (John Clarke) Review of upcoming calendar.
 - o Secaucus meeting confirmation. Will email for suggestions on locations.

OLD BUSINESS:

- (Lou Riccio) Conference – still could use more people.
 - o Further discussion of agenda, rates, attendees, etc.

NEW BUSINESS:

- Discussion of Service Officer role (William Snyder excused for remainder of meeting).
 - o (Victor Cirilo) Training Institute? Will it be responsibility of Service Officer to run?
 - o (John Clarke) Not currently listed as responsibility of his original contract.
 - o (Kimberly Woodhall) Will need a point of contact for a possible training facility/sessions rather the committee itself.
 - o (Lou Riccio) Various other responsibilities that have emerged (website, etc.) – should revisit contract regarding additional tasks.
 - o (Bob DiVincent) Should include hourly rate to bill for responsibilities he is asked to do during the course of the year not included in contract.
 - o (Kimberly Woodhall) Individual or ExeTech?
 - o (John Clarke) Will work on with committee chairs with any additional responsibilities.
- Discussion of Committee Members/Roles/Responsibilities distributed.
- (Janice DeJohn) Report of Scholarship Committee
 - o Review of modifications made to program.
 - o Distributed flyer regarding program.
 - o Discussion of rules/regulations of program.

MOTION: Approval of Revised Scholarship Program Rules/Regulations/Flyer

Moved – Lou Riccio

2nd – Jack Warren

All in favor

No opposed

- (Samuel Hudman) Scheduling of Legislation visits/appointments?
 - o Discussion of current agenda with various offices.
- (Lillian Cuifo) Training on 03-15-13 at Forsgate C.C. still open.
- (John Maho) MARC conference scheduling dates.
- (Victor Cirilo) NJ Redevelopment Authority Training Session schedules.
 - o (John Clarke) Send to William Snyder to distribute.
- (Lou Riccio) Training in Trenton re Tax Credit at end of compliance period.
 - o (John Clarke) Send to William Snyder to distribute.
- (Victor Cirilo) Announcement regarding RAD.
 - o Discussion of program.

MOTION: Adjournment of Meeting

Moved – Samuel Hudman

2nd – Kimberly Woodhall

All in favor

No opposed

Meeting Ended (11:09 am)