

**MONTPELIER HOUSING AUTHORITY**  
**Regular Meeting**  
**January 15, 2019**

The meeting was called to order at 6:05 p.m. by Chairman Larson with Commissioners Hannon, Schultheis, and Stevens- Favorite present. Commissioner Zern entered the meeting at 6:10pm.

**Agenda Item II – Approve Agenda**

It was noted that Agenda Item III had inadvertently been included in the agenda. The item was removed and the corrected agenda approved.

**Agenda Item III – Approval of Minutes**

Commissioner Hannon noted that her name had been misspelled in the first paragraph of the minutes. She then moved that the minutes be approved as corrected. Commissioner Schultheis seconded the motion and it passed unanimously.

**Agenda Item IV – Review of Vouchers, Bank Statements and Financial Reports**

Vouchers and bank statements were made available for Commissioners to review. Financial reports were reviewed and questions answered. Mrs. Troiano had included the annual statement for Vermont Community Loan Fund in the packets. The current balance is \$8,998.38. Chairman Larson noted that the original deposit was \$5,000.00 which we invested in January 1994.

**Agenda Item V – Executive Directors Report**

In addition to the written report, Mrs. Troiano briefly discussed the government shutdown. We received all of our January subsidies and have been informed we will receive February's funds. If the shutdown persist into March we have enough reserves for all projects and programs to meet that months obligations. Some tenants and Section 8 participants have expressed concern about their housing but we have reassured them that there is no chance that they will lose their subsidy.

**Agenda Item VI – Discussion and Action FY2018 Audit**

Mrs. Troiano presented the audit, discussed the finding and corrective action. Commissioner Schultheis asked about the current year comment regarding use of a checklist to ensure that all required documentation is obtained. Mrs. Troiano said the issue usually occurs when we receive portability paperwork from other agencies.

After further discussion Commissioner Hannon moved that the finding and corrective action be acknowledged and the audit be accepted as presented. Commissioner Stevens-Favorite seconded the motion and it passed unanimously.

**Agenda Item VII – Any Other Business**

In other business Chairman Larson whether it might make our tenants less apprehensive if the Board stated that they were aware of the Federal shutdown and were prepared to meet all financial obligations with funds available to the Authority.

The Board agreed that MHA staff make that information and assurance available.

There being no further business the meeting was adjourned at 6:45 pm

Respectfully submitted,

Jo Ann Troiano,  
Secretary