

**Sharon Housing Authority
18 Hixson Farm Road, Sharon, MA 02067
Minutes of Meeting on June 7, 2021**

1. Roll Call:

Present: Susan Saunders, Susan Price, Zannati Rahman
Xander Shapiro via GoToMeeting
Absent: Peter Melvin
Other: Nancy Bartley

The meeting was called to order by Chairperson, Susan Saunders, at 9:03 a.m.

2. Notice of meeting: Posted on May 25, 2021 at 1:15 p.m.

3. Minutes of Previous Meetings.

A. Regular Meeting Minutes for May, 2021

Susan Price made a motion to approve regular minutes of May, 2021.

Zannati Rahman seconded. All in favor. No further discussion.

4. Monthly Reports:

A. Maintenance Report:

There were 50 Work Orders from May 4, 2021 to June 6, 2021. 40 are completed and 10 incomplete – non-emergency work orders

B. Monthly Vacancy Report:

There are 2 vacancies that are DHCD projects and are off-line. There is 1 unit available and SHA Staff pulled from the waiting list. There is 1 new unit turnover.

5. May 2021 Check Register:

Talked about the retirement bill. Susan Price motioned to accept the May, 2021 check register totaling \$88,013.39. Zannati Rahman seconded. All in favor.

6. April, 2021 Financial Statements:

Talked about solar commitment. ED will find out and discuss at next meeting. Susan Price motioned to approve April, 2021 financial statements. Zannati Rahman seconded. All in favor.

7. Executive Director Report:

ED explained that the community room and office will re-open on June 22 or June 29. SHA will still follow protocols provided by DHCD. ED requested to the board that Juneteenth be a holiday for SHA employees. DHCD sent out their notice to all LHA's. Susan Price motioned to accept and add Juneteenth as an additional holiday to the personnel policy. Zannati Rahman seconded. All in favor. No further discussion. ED will send copies of the personnel policy to all board members.

The next meeting will be on June 12, 2021. The board will omit the August, 2021 meeting and move the September, 2021 meeting to September 13, 2021.

No further business

9. Adjournment:

Susan Price motioned to adjourn the meeting at 9:48 am. Zannati Rahman seconded. All in favor. No further discussion