

MINUTES OF MEETING
MARSHFIELD HOUSING AUTHORITY
January 8, 2018

Meeting called to order at 5:35p.m. Members present: John Daley, Kerry Richardson, Kevin Cantwell, Dianne Rodger, Brittany Cavallo. Also present: Jennifer Russell, Executive Director, and Bob Curran, Maintenance Supervisor.

Residents present: Roy Kirby

Resident concerns: none

Staff Reports

-Bills – Motion to approve December bill payments numbered 11585 - 11637 with two electronic transfers in the amount of \$54,659.37 made by John Daley and seconded by Kevin Cantwell. All in favor.

-Accountant – Kerry Richardson made a motion to approve financial statements for period ending November 2017. John Daley seconded motion. Motion passed unanimously.

1. Motion made by John Daley to write off rent balances for tenant ID #83 in the amount of \$1181.10 and tenant ID #107 in the amount of \$2436.52. Motion seconded by Kevin Cantwell. All in favor.
2. Motion to approve meeting minutes of December 4, 2017 made by John Daley and seconded by Kerry Richardson. All in favor.
3. Motion to adjourn made by John Daley at 6:30p.m. Motion seconded by Dianne Rodger. All in favor.
4. Next meeting date is February 5, 2018.

Respectfully submitted,

Jennifer Russell
Executive Director