

HARWINTON HOUSING AUTHORITY-SPECIAL MEETING
Monday June 26th, 2023

ATTENDEES: Dan Granda, Mary Heltke, Danielle Della Vecchia, William Gangloff, Charlotte Mochak, and Sabrina Janco

Prior to the start of the meeting, Maryann Pease came to us regarding the removal of her deck. She discussed her version of the events. Once finished, she left the meeting room.

CALL TO ORDER: Meeting was called to order at 10:10 by Dan Granda. Charlotte motioned to begin meeting and Bill Gangloff 2nd the motion.

ADMINISTRATORS REPORT: Danielle Della Vecchia, Property Administrator handed out the Administrative Report to the Board of Directors dated June 19th. Please refer to that report.

SECRETARYS REPORT: Charlotte approved the minutes from the meeting dated May 23rd, 2023 and Bill 2nd motion. Meeting minutes were approved.

TREASURERS REPORT: Bill Gangloff reported that we have a balance of \$2,264.92. Sabrina motioned to accept, Charlotte seconded motion.

OLD BUSINESS: Regarding the taking and reading of the minutes, Dan made a motion on a communication procedure so that our minutes are easier for all to interpret. Charlotte asked Danielle & Mary what the delay was with the windows, Chris is working on this.

NEW BUSINESS: Sabrina let the board know that she spoke with the head of the Guidance Department and LSM and asked if any of the junior or senior students need community service hours. The board discussed how to best approach volunteers, volunteering considerations will be discussed in the next meeting. Danielle went over the write-off list. Dan advised us that per the bylaws in 1983, there was a need for a vice chair. Total number of officers should be 5. Chair, Vice Chair, Secretary, Treasurer and Resident Representative (further research into historical documents is pending). Bill proposed doing improvements to the existing "Memorial Garden". He would like to see more perennials planted so we

have blooms year round. Sabrina, Dan, and Bill volunteered to self-fund the purchase of plants and provide labor to improve the Memorial Garden.

Dan asked the board for approval as he has been in an informal meeting with Michael Criss regarding getting more funding for Wintergreen. Dan also mentioned making a website that is user friendly where our residents can go and see what is going on. Dan will pay for the cost of the Domain. Sabrina motioned for the approval for the website. The board discussed the removal of deck (Maryann Pease unit). The board agreed to develop a communication plan to improve communication in these sorts of situations. A communication plan will be developed for the board to review and approve in the next meeting. Charlotte motioned to accept new business and Bill 2nd motion.

We are in recess until September.

ADJOURNMENT: Charlotte motioned to adjourn and Bill seconded the motion at 11:05.

Respectfully Submitted,

Sabrina Janco

