

MINUTES OF THE LONG BRANCH HOUSING AUTHORITY REGULAR MEETING OF THE BOARD OF COMMISSIONERS HELD MAY 15, 2023

Consistent with the Executive Order issued by NJ Governor Murphy and as suggested by the CDC, to reduce the spread of COVID-19, it is safer and, therefore, recommended that the LBHA Board meeting scheduled for Monday, May 15, 2023, have a conference call option.

LBHA therefore established a conference call option for the meeting for three (3) of the board members to call into the meeting. The remaining four (4) members will attend in-person, so that the required statutory quorum is met. The in-person meeting will require the Commissioners (as well as counsel, the Executive Director, and Executive Assistant) to be spaced at least 6' apart around the room. Although senior staff of the LBHA, are dismissed from attending this meeting, if members from the public should show up, arrangements will be made to space them at least six feet apart from any other person.

The Meeting Convened at 5:00 PM with the following persons present:

In-Person:

Donald Covin, Chairperson
Nekesha Marshall, Vice-Chairperson
Carl Jennings, Commissioner
Robert Vignolini, Commissioner
Anita Clavering, Commissioner
Twana Richardson, Commissioner

On Phone/Call in Meeting: N/A

Absent:

Maritza Berrios, Commissioner

Staff Present: Gloria J. Wright, Executive Director
Sophia Loren Banks, Executive Administrative Assistant
Kevin McCann, Finance Director
Joseph Manfredi, Legal Counsel

The Chairperson Covin announced that all cell phones be turned off or put on vibrate for the meeting.

CALL TO ORDER - BOARD ANNOUNCEMENT: (READ BY ATTORNEY JOSEPH MANFREDI)

In accordance with the Local Public Meetings Act of 1975 and as amended, advanced notice of the meeting including the agenda, was sent to the Local Newspapers, delivered to the City Clerk's Office, posted on the Long Branch Housing Authority Web Site, and posted at all Long Branch Housing Authority Offices at least (48 hours prior to the convening of the meeting).

CHAIRPERSON COVIN LED THE SALUTE TO THE FLAG

Gloria J Wright, Executive Director opened the meeting with Roll Call. Commissioners present and absent are listed above.

NO PUBLIC PRESENT AT MEETING

CHAIRPERSON COVIN TURNED MEETING OVER TO THE BOARD ATTORNEY JOSEPH MANFREDI FOR THE NOMINATIONS AND ELECTION OF OFFICERS:

NOMINATIONS FOR CHAIRPERSON:

Commissioner Richardson made a motion to nominate Commissioner Covin as Chairperson, seconded by Commissioner Marshall.

No other nominations given at this time. Attorney Manfredi closed Chairperson Nominations.

Roll Call Vote Taken:

Ayes, Commissioners Vignolini, Clavering, Jennings, Richardson, and Vice-Chairperson Marshall.

Opposed, None.
Abstain, Commissioner Covin
Absent, Commissioner Berrios
Motion, Carried.

Commissioner Covin accepts the position of Chairperson for the year 2023-2024.

NOMINATIONS FOR VICE-CHAIRPERSON:

Chairperson Covin made a motion to nominate Commissioner Marshall as Vice-Chairperson, seconded by Commissioner Jennings.

No other nominations given at this time. Attorney Manfredi closed Vice-Chairperson Nominations.

Roll Call Vote Taken:

Ayes, Commissioners Vignolini, Clavering, Jennings, Richardson, and Chairperson Covin.

Opposed, None.
Abstain, Commissioner Marshall
Absent, Commissioner Berrios
Motion, Carried.

Vice-Chairperson Nekesha Marshall accepts the position of Vice-Chairperson for the year 2023-2024.

Newly elected Chairperson Covin begins the Annual Meeting by requesting a motion on the adoption of the previous board meeting's public session minutes.

ADOPTION OF THE PUBLIC SESSION MINUTES OF THE REGULAR MEETING OF MAY 15, 2023

Vice-Chairperson Marshall made a motion to approve and accept the minutes of the public session of the regular meeting held May 15, 2023, second by Commissioner Vignolini

Roll Call Vote Taken:

Ayes, Commissioners Jennings, Vignolini, Clavering, Richardson, Vice-Chairperson Marshall, and Chairperson Covin.

Opposed, None

Abstain, None

Absent, Commissioner Berrios

Motion, Carried

EXECUTIVE DIRECTORS REPORT:

Executive Director Wright provided the board with relevant activities and news for the month of April 2023. Executive Director Wright outlined and summarized the Executive Director's Report provided to the Board.

Resolution 05-01-2023 - Resolution approving the transaction, approving the list of bills for April 2023, authorizing an expenditure of funds, subject to appropriations, ratification of expenditures.

Vice-Chairperson Marshall stated that the finance committee has reviewed the List of bills with the Finance Department and that all questions have been satisfied. Vice-Chairperson Marshall requested a motion to accept and approve Resolution 05-01-2023 the List of Bills in the amount of **\$1,769,306.60** Vice-Chairperson Marshall motioned, seconded by Commissioner Jennings.

Roll Call Vote Taken:

Ayes, Commissioners Jennings, Vignolini, Clavering, Richardson, Vice-Chairperson Marshall, and Chairperson Covin.

Opposed, None

Abstain, None

Absent, Commissioner Berrios

Motion, Carried

Resolution 05-02-2023 - Resolution approving the transaction, updating the Conflicts-of-Interest Policy, rescinding Resolution 10-07-2018.

Commissioner Vignolini made a motion to approve and accept Resolution 05-02-2023, seconded by Commissioner Richardson

Roll Call Vote Taken:

Ayes, Commissioners Jennings, Vignolini, Clavering, Richardson, Vice-Chairperson Marshall, and Chairperson Covin.

Opposed, None

Abstain, None

Absent, Commissioner Berrios

Motion, Carried

Resolution 05-03-2023 - Resolution 05-03-2023 approving the transaction and authorizing a sponsorship in the amount not to exceed \$1,000.00 to support the Long Branch AYF Football & Cheer from non-federal.

Commissioner Jennings made a motion to approve and accept Resolution 05-03-2023, seconded by Vice-Chairperson Marshall .

Roll Call Vote Taken:

Ayes, Commissioners Jennings, Vignolini, Clavering, Richardson, Vice-Chairperson Marshall, and Chairperson Covin.

Opposed, None

Abstain, None

Absent, Commissioner Berrios

Motion, Carried

Resolution 05-04-2023 - Resolution authorizing a Closed Session of the Regular Meeting of the Board of Commissioners on May 15, 2023

RESOLUTION DISPENSED; NO CLOSED SESSION REQUIRED

COMMISSIONERS COMMENTS AND CONCERNS:

Chairman Covin addressed the board and proposed the formation of a Board of Commissioners Building and Grounds Committee. The new board committee will be chaired by Commissioner Vignolini. The Chairman instructed Commissioner Vignolini to select two board members to serve on the committee alongside him. The committee will engage with the Executive Director on matters presented by the committee. The bylaws will be updated to include the new committee. Due to renovations at the Free Library on Broadway, Vice-Chairman Marshall informed the board that the library had been temporarily relocated to Bath Avenue. The board made no additional comments.

ADJOURNMENT:

There being no further matters of discussion for the Board of Commissioners Meeting of May 15, 2023, Commissioner Richardson made a motion to adjourn the meeting, seconded by Commissioner Vignolini.

All in Favor, All Ayes

Opposed, None

Abstain, None

Absent, Commissioner Berrios

Motion, Carried

MEETING ADJOURNED AT 5:28 PM

Gloria J Wright, Secretary

Date