

HCDPA  
MEETING OF THE BOARD OF DIRECTORS

Monthly Meeting  
October 11, 2018  
1 North Front Street – 2 PM

## Meeting Minutes

Present:

Rick Rector  
Eileen Halloran  
Alan Weaver  
Walter Chatham  
Tiffany Garriga

Audience:

Tom DePietro  
Carole Osterink  
Linda Mussman

1. CALL TO ORDER The meeting comes to order at 2:02 PM.

2. MINUTES

a) Approval of September 2018 Minutes  
Walter MOTIONS. Eileen SECONDS. ALL IN FAVOR. MOTION PASSED.

3. FINANCIAL REPORT

a) Approval of Financial Statements.  
Alan MOTIONS to accept the Financials. Rick SECONDS. ALL IN FAVOR.  
MOTION PASSED.

Branda reports that Betty Johnson has passed and we are no longer obligated to administer her health benefits.

4. NEW BUSINESS

a) Shared Services Agreement- HDC & HCDPA  
Walter reports that the board from HDC is onboard, but a member of the board is looking at the agreement.

Rick asks if HDC is replacing the Executive Director. Both Walter and Tom DePietro state that there have been discussions but no movement forward.

Tiffany asks about the Grant Writers returning to act as Executive Director/Admin.

The board discusses whether there is need for grant writing services or other programming work to come.

Rick asks about the security of the offices upstairs since. The board would like to look into putting a lock on the upstairs door to ensure that the computers and financial documents are safe.

b) 202-206 Columbia RFP- Andy needs to review and then we can notice the RFP. The board would like to go out soon and will confirm once he reviews.

c) 238 Sealed Bid Sale – Bids are due prior to the next meeting. The board would like for DPW to remove items on the property owned by the neighbor.

d) Tom DePietro from the audience presents the board that there is a group from the Bliss Towers Tennant Association will be doing housing initiatives and thinks that HCDPA could serve as the fiscal sponsor while they form their non-profit.

The board is in agreement that this is a good idea, and that even though we would charge an administrative fee, we could waive it. The board desires to check with Andy, legal counsel.

#### 5. OLD BUSINESS

a) HCDPA/CITY Land Swap- Approved – Waiting on Title search to be completed.

b) 214 Prison/213 Columbia Sale – Contracts being processed. Should be complete by the end of the month.

#### 6. PUBLIC COMMENT

n/a

#### 7. ADJOURNMENT

Rick MOTIONS to adjourn at 2:25 PM. Alan Seconds. ALL IN FAVOR. MOTION PASSED.