

Minutes  
Provincetown Housing Authority  
Regular Session 12/20/2017

A regular meeting of the Provincetown Housing Authority was called to order at 5:20 at Maushope. In attendance were Elaine Anderson, Keith Hunt, Charlene Parris and Nancy Jacobsen.

- 1) **Public Statements** - Swanee indicated that Tim was doing a wonderful job, she also wanted to bring to our attention the fact that someone was unlocking the doors in the community room.
- 2) **Commissioners Statements** - Elaine wished to thank Nancy for her help with Day to Day operations during the absence of a Executive Director.
- 3) **Minutes** were not available from the prior meeting and will be reviewed at the 1/17/18 meeting
- 4) **Executive directors report**
  - a) The second search ad will be reimbursed by the state. The ad is being rerun with a mid january response date.
  - b) Candidates are still being sought for the state appointed board position.
  - c) Change and consolidation of checking accounts - It was decided to address this once we have a new ED on board.
  - d) A discussion of Board reorganization was tabled
  - e) There is currently on vacancy at the Foley house, all other units are occupied
- 5) **Old Business**
  - a) CPC/PHA representative - Needs appointment from Board of Selectmen, Keith to contact Kristin re status
- 6) **New Business**
  - a) Clean up at Pradas
  - b) Follow up on rent delinquencies
- 7) **Approval of Vouchers**, Moved by Elaine, second by Nancy unanimous approval
- 8) A motion was made to advertise the opening in the Cape Cod Times, Moved by Keith, second by Nancy, unanimous approval
- 9) It was suggested that we thank Patrick Manning for his input and assistance at our last meeting
- 10) The meeting was adjourned at 7:00 PM