

DRAFTED MINUTES
CONNECTICUT ASSOCIATION OF HOUSING CODE ENFORCEMENT
OFFICIALS
EXECUTIVE BOARD MEETING
WEDNESDAY, FEBRUARY 17, 2016

MEMBERS PRESENT: Amy Lehaney, Immediate Past President; Jennifer Eielson, President; Caleb Cowles 1st Vice President ; Clarence B. Atkinson, Director; Deborah Miller, 2nd Vice President; Cedric Goo, Director; Brett Zuraitis, Director; Albertina Baptista, Treasurer; Marjorie Beauchette, Secretary; Judith Dicine, Esq. – Advisor.

MEMBERS ABSENT:

GUESTS PRESENT: Dawn Severine and Ebrima Jobe

I. CALL TO ORDER

Jennifer Eielson called the meeting to order at 12:47PM.

II. OPENING REMARKS:

III. REPORTS OF OFFICERS

- A. **Treasurer:** Current balance in the account is \$12, 506.42. Please refer to attached treasure's report dated February 17, 2016 for more details. Brett made the motion to approve the report and Caleb seconded the motion.
- B. **Secretary:** reviewed by all and Jen noted that the membership renewal was sent in January of 2016 rather than September 2015 which was noted on the report. Brett made the motion to accept the secretary report with revision and Caleb seconded the motion.

IV. REPORTS OF COMMITTEES

- A. **Education:** Caleb reported that there will be a panel at UCONN reporting on Zika virus and we have about 6 emerging cases of W. Nile in Bridgeport. We need to look into topic related to housing code such as plumbing, lead and other topics that we have not covered in the past. It was suggested that all topics must be connected to housing. Judy will be looking into a keynote speaker for our next seminar and Jen is to confirm the date.

B. Membership: so far we have about 70 members for 2016. Invoice to be sent to Bridgeport to the finance director. It was also noted that we are down on the numbers of membership, it was determined that we don't have an active way to get in contact with our retirees and Debbie suggested that we can post the invitation on our website/webpage.

C. Legislative: Nothing to report

D. By Law: Brett is up for Election and Cedric confirmed that he has 2 more years to go and so is Clarence. Amy suggested that whoever's running have to be on top of things. 2nd Vice President spot will be vacant, Ebrima Jobe is interested in running and Brett is running for another 3 years. During April Seminar Jen will present the slate.

V. UNFINISHED BUSINESS

A. Still need to find a way to attract new members and to get old members back into the organization. We had a variety of raffle prizes. There was nothing else to report.

B. Jen stated that we need to get with Tina to obtain a credit card and that it's becoming an issue as people don't take checks anymore. Debbie suggested that we need to know what our expenses are prior to setting up a limit into a credit card. In an event that a credit card is obtained, it was suggested that we will need at least 2 members consent and/or authorization in addition to the president and the 2nd VP, to make a purchase. We need to get more info, including the highs and lows into getting/applying for a credit card under the Association's name. The board will explore the idea of getting a card and it will again discuss at a later time.

C. Possible topics for our April seminar to be finalized. We're looking into illegal dwelling, squatters and tenant's right.

VI. NEW BUSINESS

A. Jen is to present to new slate of candidates in the April Seminar.

B. Topic for our June seminar to be discussed at our next board meeting

C. June awards and nominations requirement to be sent out.

D. Jen and Judy attended the meeting and they have discussed a variety of ways to improve quality of life through housing code enforcement.

Topics include blight, hoarding, and property maintenance code. Overall there was good reception. Judy further stated that we have good feedbacks and many people are on board, but funding is a challenge.

- E. We need letter of support from other organizations to move forward with legislatives. In order for code enforcement to be efficient/effective we also need landlord on board as well.

VIII. ANNOUNCEMENTS, PROGRAMS

- A. There was no announcement

IX. ADJOURNMENT

- A. The meeting was adjourned at 2:22 pm.

Respectfully Submitted,

Marjorie F. Beauchette

Secretary

Connecticut Association of Housing Code Enforcement