

DRAFTED MINUTES
CONNECTICUT ASSOCIATION OF HOUSING CODE ENFORCEMENT OFFICIALS
EXECUTIVE BOARD MEETING
WEDNESDAY, October 15, 2014

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

MEMBERS ABSENT: Caleb Cowles, 2nd Vice President;

GUESTS PRESENT: Dawn Severine, Stratford Health Department

I. CALL TO ORDER

Jennifer Eielson called the meeting to order at 12:32PM.

II. OPENING CEREMONY:

III. MINUTES

Minutes from previous meeting which was held on August 6, 2014 was reviewed by all. Dawn Severine made a motion to approve the minutes and Amy Lehaney seconded the motion.

IV. REPORTS OF OFFICERS

A. *Treasurer:* As of October 6, 2014 the organization has a total of \$14,563.71 into its checking account and \$1117.08 in the Scholarship Saving Account. There was a total disbursement of \$2260.72 towards our last seminar (September 19, 2014) that includes location fee and the International Code Council-Booklets. Amy Lehaney motioned to table the report to the next meeting and Clarence Atkinson seconded the motion.

V. REPORTS OF COMMITTEES

A. Education: there was no report.

B. Membership: Amy Lehaney asked to have her address change in the membership application to reflect correct mailing information. An e-mail will be sent to Ronald Miller so that current board member can get access to the website. It was confirmed that the individual membership fee for CAHCEO is \$50.00 and will remain as such.

- C. Legislative: Judith Dicine indicated that there will be no report until after the election, but stated that there is an educational presentation which will be presented in November of this year and January of next year. This educational training will focus on Healthy Home, how to lower crime in the community ect.... She further stated that Newington has established a statewide task force on Hoarding and the next meeting is scheduled for November 5, 2014 in Newington.
- D. Bylaw/Nominating: No update. Cedric Goo informed us that Tom Riley from West Haven passed away.

VI. UNFINISHED BUSINESS

- a. It was confirmed that only 2 completed scholarship applications were received and the motion was made for the total funds to be divided among the 2 applicants and they will each received \$500.00 it was also stated that a recommendation was needed for one of the applicant and a verbal recommendation was given by Judith Dicine for Caleb Cowles.
- b. There was no Seminar Comments for October since no Seminar surveys were sent out.
- c. ICC annual meeting in FL attended by Deborah Miller. She reported that the meeting focused on the legal aspect of code enforcement, fellowship and professionalism. The next ICC meeting will be in Long Beach, CA.
- d. It was stated that in order to become a chapter at least 10 people need to be registered with ICC. Judy will check and let us know who and how many board members are on the ICC list.

VII. NEW BUSINESS

- a. It was confirmed that Debbie, Jen, Caleb will be responsible for printing out the Seminar Newsletter. It was also stated that the Directors need to help out more in the initial process of getting the guest speaker for our seminar.
- b. There was discussion about the topic to be presented at our December Seminar either Yankee gas, Home Energy Assistance, DEEP, Healthy Home Network were among the topic and needs to be confirmed as soon as possible. Judy and Dawn will be working in getting someone from either UI, or DEEP, the healthy home program.
- c. Raffle—all board members were asked to bring a \$25 gift cards from either stop & shop, Home Depot to cover our Christmas raffle.

- d. Holiday Gifts: e-mail will be sent to all board members as to what our holiday gifts should be for this year. Jen will check around and send e-mail to all board members. Other ideas are also welcomed.
- e. Jen stated we need a projector for our seminar and that the one we're currently using belong to Mr. Miller and/or the City of Stamford
- f. There was discussion as to whether or not the individual membership fee should be increased to \$50.00. It was confirmed that the board member fees for seminar will remain the same for now. It was also agreed that all board member should pay for their membership and registration. Retirees are free during the month of June.

VIII. ANNOUNCEMENTS, PROGRAMS

- a. Our CAHCEO banner is missing. We will check our Stamford storage in Stamford and also with the Maître D at Anthony's.

IX. ADJOURNMENT

- a. Jen made a motion to adjourn at 2:30 pm and Cedric Goo seconded the motion.

Respectfully Submitted,

Marjorie F. Beauchette
Secretary
Connecticut Association of Housing Code Enforcement