

**Scituate Housing Authority**  
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Scituate, Massachusetts 02066  
Telephone 781-545-3375 Fax 781-544-0058

JON DUANE Chairperson  
JILL CAFFREY  
JILL BERESFORD  
KATE LEAHY  
HERBERT OSBORNE

Dan Ouellette, CME  
Executive Director

**MEETING AGENDA**

FOR THE SCITUATE HOUSING AUTHORITY'S REGULAR MEETING TO BE HELD ON  
**TUESDAY, JUNE 11, 2024 AT 6:30 PM AT 791 COUNTRY WAY IN SCITUATE, MA.**

**CALL TO ORDER**                      **TIME:** \_\_\_\_\_

**Roll Call**

**BOARD RE-ORGANIZATION**

1. Approval of May 2024 Minutes
2. Acknowledge receipt/approve Accounts Payable Warrant
3. Monthly Financial & Reconciliation Reports
4. Acknowledge receipt of the Director's Report of June, 2024

**New Business**

- A. Authorize E.D. to submit the EOHLA Annual Plan
- B. Authorize E.D. to submit the EOHLA Capital Improvement Plan
- C. Approve E.D. restructure in office setting
- D. Inform Board of Progress in Capital Improvement Projects:
- E. Inform the Board of new hires: Resident Service Coordinator and Leased Housing Mgr.
- F. Inform the Board about HOTMA updates (Webinar Call June 11<sup>th</sup>)
- G. Authorize renewal for General Liability insurance
- H. Commissioner comments
- I. Adjourn

Executive Session: none

**AFTER THE MEETING:**

Commissioner Candidates  
Ongoing Sessions