

READING HOUSING AUTHORITY
MINUTES OF THE SPECIAL BOARD MEETING, AUGUST, 2017

A special business meeting of the Reading Housing Authority was held on Thursday, August 10, 2017 at 4:30 P.M at the office of the Reading Housing Authority the town of Reading, Mass. The meeting was **called to order at 4:30 P.M.** with the Chair, Diane L. Cohen presiding. Those members present and forming a quorum were Richard Robbins, Timothy J. Kelley and Lynn Hodgdon as well as the Secretary/Executive Director, Lyn Whyte. Kevin Mulvey was absent.

Executive Director Contract

18-020 VOTED: To allow RHA Chair, Diane L. Cohen to begin negotiations with Julie Johnston to enter into a new contract as the Executive Director of the Reading Housing Authority effective on or about October 1, 2017 at a salary of \$65,000 with a thirty-five hour work week and subject to DHCD guidelines including CORI and reference check.

Personnel Matters:

- The Board held a special meeting to interview two finalists, namely, Julie Johnston and Tina Meyers for the position of Executive Director that will be open as a result of the impending retirement on or about October 1, 2017 of Lyn Whyte, the present Executive Director for the RHA. The meeting began promptly at 4:30 with the Chair, Diane Cohen, introducing other members of the Board to Mrs. Johnston before engaging in a question and answer interview process with said candidate that provided her the opportunity to introduce herself to the Reading Housing Authority and share her goals and vision as an Executive Director at this agency. Mrs. Johnston presently resides in Woburn and would bring extensive housing authority experience and knowledge of the industry to the Reading Housing Authority. The interview with Julie Johnston ended at 5:15 pm.

The Board met with the second candidate, Ms. Tina Myers of Saugus, MA at 5:30pm with our Chair, Diane Cohen, once again introducing members of the Board to her. The Board engaged in the same question and answer interview process. Tina was afforded the opportunity to also introduce herself and share her present experience, knowledge and vision for the Reading Housing Authority with the Board. Ms. Myers brought a level of enthusiasm and excitement for the job that was well received by the Board.

Overall, the Board welcomed each applicant and felt fortunate to have two candidates that they felt would be a nice addition to the Reading Housing Authority. Upon further discussion and review of each potential candidate, the Board decided that it would be in the best interest of the housing authority to continue contract negotiations with Julie Johnston, a seasoned professional familiar with all aspects of a position that is tied to an ever changing housing industry.

A motion was presented and voted allowing the Chair to enter into final contract negotiations with Mr. Julie Johnston for the position of Executive Director for the Reading Housing Authority.

Board Schedule

Sept, 2017 BOARD MEETING:

09/11/2017 @ 5:30pm

18-021 TO ADJOURN: 6:40 PM. **Move Tim** **Second** **Richard** **Vote** **4-0**

Respectfully submitted,

John E. White

Lyn E. Whyte, Secretary & Executive Director