HAVRE DE GRACE HOUSING AUTHORITY
Board of Commissioners Meeting
Havre de Grace City Hall
711 Pennington Avenue
Havre de Grace, Maryland

December 8, 2025
Minutes

Vice Chair George Kasnic chaired the meeting and called the meeting to order at 6:00 p.m. The roll call was held. The following Board members were present: Chairperson Michele Ball, Vice Chair George Kasnic; Commissioner Carrie Parsons-Dobney, Commissioner Sharon Jacobs, and Commissioner Dawn Nowak.

Vice Chair Kasnic called for approval of the agenda, and the agenda was approved by consent.

The Commissioners discussed the draft Bylaws. The Bylaws will be finalized and presented to the Board for approval at the January meeting.

Monthly Report

Janet Abrahams, Managing Agent, gave the Monthly Operations Report. There were residents who had requested reasonable accommodations, which were never handled. HDGHA will need to pay $500 to move a family. Forty-three (43) food baskets were distributed to families. In response to a question about Christmas, Commissioner Nowak gave a history of what was done previously.

Janet reported on the strategy concerning personnel. Positions are being posted for maintenance, the ROSS coordinator, and a manager. HABC's Human Resources Office is working on posting the positions. Janet will have further discussions with the Board concerning the Executive Director position.

Janet reported that HABC discovered the owner of the HDGHA website. Also, the HABC IT Office is working to eliminate gmail addresses for HDGHA to change the agency's email address to a business email address. HABC is also working on developing a new website for HDGHA to ensure compliance. Five new computers were ordered for the management office, and the computers will be on a network. The HABC Communications Office has been working on re-design concepts for the website, and Janet showed examples of the concepts to the Board.

Janet reported that Vigil Contracting is renovating the community room without charge to HDGHA. The renovation is supposed to be finished in January. A meeting will be held with residents to review the logo and to discuss changes to the agency's mission statement.

Janet reviewed the corrective action plan for the HUD Compliance Report and stated that she will submit it HUD.

Financial Report

Anu Francis gave the financial report for October 31, 2025, and addressed questions and comments from the Commissioners.

Commissioners' Comments:

Commissioner Kasnic stated that he wants to meet with representatives of the school system concerning the boundaries that require children from Somerset Manor to travel to a school outside of their community when there is a school in the community that provides greater resources for them.

Commissioner Ball stated that she will try to get resources for the Christmas donations for families.

Vice Chair Kasnic moved to adjourn the meeting, and Commissioner Nowak seconded the motion, The motion carried. The meeting adjourned at 8:08 p.m.

RESPECTFULLY SUBMITTED BY:

Janet Abrahams
Managing Agent

APPROVED BY:

George Kasnic
Vice Chair