



PARTNER

Perth Amboy Redevelopment Team for Neighborhood Enterprise and Revitalization

881 Amboy Avenue, P.O. Box 390, Perth Amboy New Jersey 08862
Tel: 732-826-3110 Fax: 732-826-3111

Board Members: E. Dorothy Carty-Daniel, President
Michael W. Harris, Treasurer
Fernando A. Gonzalez
Richard Cavallero
Della Yili

**THE MINUTES OF THE REGULAR BOARD MEETING
OF
THE PERTH AMBOY REDEVELOPMENT TEAM FOR NEIGHBORHOOD ENTERPRISE AND
REVITALIZATION**

**February 9, 2012
12:00 P.M.**

The Board Members of the Perth Amboy Redevelopment Team for Neighborhood Enterprises and Revitalization ("PARTNER") met for the regular Board Meeting on February 9, 2012, 12:00 p.m. at The Parkview located at 618 New Brunswick Avenue, Perth Amboy, New Jersey 08861.

The Meeting was called to order by Board President Edna Dorothy Carty-Daniel.

Moment of Silence

Pledge of Allegiance

Roll Call of Board of Directors:

Present: Edna Dorothy Carty-Daniel, President
Michael W. Harris, Treasurer
Delia Yili

Excused; Fernando A. Gonzalez
Richard Cavallero

Other Present: Douglas G. Dzema, Executive Director
Rosemarie McKeon, Administrative Assistant
Edward Testino, Counsel
Eugenia Hill, Family Self-Sufficiency/Homeownership Coordinator

On the motion of Ms. Yili, which motion was seconded by Mr. Harris, the Board concurred to approve the Minutes of the Regular Board Meeting of December 13, 2011, as presented.

Aye: Edna Dorothy Carty-Daniel, Michael Harris, and Delia Yili.

Nay: None

The following resolution was introduced by Ms. Carty-Daniel, read in full and considered:

RESOLUTION # 046-A

TO ADOPT PARTNER OPERATING BUDGET FOR THE ONE YEAR PEIOD ENDING DECEMBER 31, 2012.

WHEREAS, the Executive Director and Certified Public Accountant for PARTNER has presented a budget for the one year period ending December 31, 2012; and

WHEREAS, the Directors of PARTNER have reviewed the budget and find all expenses and revenues to be appropriate and in accordance with the mission of PARTNER; and

WHEREAS, part of the budget approval will include the authorization for salaries paid to certain employees (noted on the budget) for the administration of PARTNER activities.

NOW, THEREFORE BE IT RESOLVED, by the Directors of PARTNER the following:

- 1) Adoption of the 2012 PARTNER Operating Budget
- 2) Approval of the salaries designated on the budget.

<Said budget on file.>

Ms. Yili moved that the foregoing resolution be adopted as presented, which motion was seconded by Mr. Harris. Upon roll call, the following vote was carried:

Aye: E. Dorothy Carty-Daniel, Michael W. Harris and Delia Yili.

Nay: None

The President, Ms. Carty-Daniel declared said motion was carried and said resolution was adopted.

The following resolution was introduced by Ms. Carty-Daniel, read in full and considered:

RESOLUTION #047-A

TO APPROVE THE TRANSFER OF \$60,000 TO THE HOUSING AUTHORITY OF THE CITY OF PERTH AMBOY TO BE USED FOR THE FAMILY SELF-SUFFICIENCY/HOMEOWNERSHIP COUNSELING PROGRAMS FOR YEAR 2012.

WHEREAS, one of the missions of PARTNER is to provide support and assistance to the Family Self-Sufficiency Program "FSS"; and

WHEREAS, the Housing Authority of the City of Perth Amboy "HACPA" has experienced a cut in HUD funding needed to administer the FSS Program; and

WHEREAS, PARTNER receives \$50,000 per year (\$250,000 total) from proceeds generated from the construction of the Parkview; and

WHEREAS, \$40,000 of the funds received from the Parkview have been designated to be used for FSS and homeownership counseling; and

WHEREAS, PARTNER has earmarked \$20,000 per year from its reserves to be transferred to the HACPA as matching funds for grants submitted to the United States Department of Housing and Urban Development; and

WHEREAS, the HACPA FSS and Homeownership Counseling Programs are very successful and transfer of these funds supports one of the missions of PARTNER; and

WHEREAS, PARTNER has adopted a spending policy that requires all expenditures over \$5,000 to be approved by a resolution of the Board;

NOW, THEREFORE BE IT RESOLVED, by the Directors of PARTNER the following:

- 1) Approval of the transfer of \$60,000 from PARTNER to the Housing Authority of the City of Perth Amboy to be used to support the Authority's FSS and Homeownership Counseling Programs for this calendar year 2012.
- 2) Authorization for the Executive Director to make the necessary transfer of funds to the Housing Authority

FURTHER RESOLVED, any future transfers will only be approved by PARTNER if it receives a certification from the Authority that all previous funds transferred were used to support the FSS and homeownership counseling programs.

Ms. Yili moved that the foregoing resolution be adopted as presented, which motion was seconded by Mr. Harris. Upon roll call, the following vote was carried:

Aye: E. Dorothy Carty-Daniel, Michael W. Harris and Delia Yili.

Nay: None

The President, Ms. Carty-Daniel declared said motion was carried and said resolution was adopted.

On the motion of Ms. Yili, which motion was seconded by Mr. Harris, the Board of Directors concurred to approve the request to continue the A.S.K. Scholarship Program for the School Year 2012/2013 and set aside funds totaling \$10,000 towards the A.S.K. Youth and Continuing Education Scholarships. Application requirements and award amounts to be determined. Upon roll call, the following vote was carried:

Aye: E. Dorothy Carty-Daniel, Michael W. Harris and Delia Yili.

Nay: None

Douglas G. Dzema, Executive Director updated the Board on Habitat for Humanity.

Douglas G. Dzema, Executive Director updated the Board on the progress of the demolition of Delaney Homes.

Douglas G. Dzema, Executive Director updated the Board on The Parkview.

Douglas G. Dzema and Thomas R. Furlong updated the Board on the ongoing PHA Audit.

On the motion of Ms. Yili, which motion was seconded by Mr. Harris, the meeting was adjourned.

Respectfully recorded by,

A handwritten signature in black ink, appearing to read "Rosemarie Mckeon". The signature is fluid and cursive, with a large initial "R" and "M".

ROSEMARIE MCKEON
Administrative Assistant



PARTNER

Perth Amboy Redevelopment Team for Neighborhood Enterprise and Revitalization

881 Amboy Avenue, P.O. Box 390, Perth Amboy New Jersey 08862
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**THE MINUTES OF THE REGULAR BOARD MEETING
OF
THE PERTH AMBOY REDEVELOPMENT TEAM FOR NEIGHBORHOOD ENTERPRISE AND
REVITALIZATION**

**May 14, 2012
12:00 P.M.**

The Board Members of the Perth Amboy Redevelopment Team for Neighborhood Enterprises and Revitalization ("PARTNER") met for the regular Board Meeting on Monday, May 14, 2012, 12:00 p.m. at The Parkview located at 618 New Brunswick Avenue, Perth Amboy, New Jersey 08861.

The Meeting was called to order by Board President Edna Dorothy Carty-Daniel.

Moment of Silence

Pledge of Allegiance

Roll Call of Board of Directors:

Present: Edna Dorothy Carty-Daniel, President
Fernando A. Gonzalez, Commissioner
Richard Cavallero
Delia Yili

Excused; Michael W. Harris, Treasurer

Other Present: Douglas G. Dzema, Executive Director
Rosemarie McKeon, Administrative Assistant
Edward Testino, Counsel
Eugenia Hill, Family Self-Sufficiency/Homeownership Coordinator

On the motion of Ms. Yili, which motion was seconded by Mr. Cavallero, the Board concurred to approve the Minutes of the Regular Board Meeting of February 9, 2012, as presented.

Aye: Edna Dorothy Carty-Daniel, Fernando A. Gonzalez, Richard Cavallero, and Delia Yili.

Nay: None

The following resolution was introduced by Mr. Gonzalez, read in full and considered:

RESOLUTION # 048-A

TO APPROVE AN AWARD OF CONTRACT FOR GENERAL LEGAL SERVICES

WHEREAS, a proposal was reviewed from Edward Testino, Esquire for general legal services and is found to be reasonable; and

WHEREAS, Mr. Testino has performed legal service competently and reliably for the Housing Authority for many years and is well qualified to service as Counsel for PARTNER; and

WHEREAS, award of contract for legal services is recommended to Edward for a term from ;

NOW, THEREFORE BE IT RESOLVED, the Board of Directors of PARTNER ratifies the award of contract for general legal services to Edward Testino, Esquire, as presented.

Ms. Yili moved that the foregoing resolution be adopted as presented, which motion was seconded by Mr. Cavallero. Upon roll call, the following vote was carried:

Aye: E. Dorothy Carty-Daniel, Fernando A. Gonzalez, Richard Cavallero and Delia Yili.

Nay: None

The President, Ms. Carty-Daniel declared said motion was carried and said resolution was adopted.

The following resolution was introduced by Mr. Gonzalez, read in full and considered:

RESOLUTION #049-A

TO INCREASE FUND FOR 2012 A.S.K. SCHOLARSHIP TO \$11,000.00.

WHEREAS, the Board of Director previously approved setting aside funds totaling \$10,000 towards the 2012 A.S.K. Youth and Continuing Education Scholarships for an award amount of \$1,000.00 each;

WHEREAS, the Board of Directors of PARTNER have reviewed (11) submitted applications for its 2012 A.S.K. Scholarship open to Youth and Continuing Education adults, who are residents of the Housing Authority of the City of Perth Amboy or receiving Perth Amboy Section 8 Rental Assistance;

NOW, THEREFORE BE IT RESOLVED, the Board of Directors approves an amendment to increase the funds for the 2012 A.S.K. Youth and Continuing Education Scholarships from \$10,000 to \$11,000 so that the (11) applicants who submitted application may receive an award of amount of \$1,000.00 each, as presented.

Ms. Yili moved that the foregoing resolution be adopted as presented, which motion was seconded by Mr. Cavallero. Upon roll call, the following vote was carried:

Aye: E. Dorothy Carty-Daniel, Fernando A. Gonzalez, Richard Cavallero and Delia Yili.

Nay: None

The President, Ms. Carty-Daniel declared said motion was carried and said resolution was adopted.

The following resolution was introduced by Mr. Cavallero, read in full and considered:

RESOLUTION #050-A

TO APPROVE 2012 A.S.K SCHOLARSHIP AWARDS FOR YOUTH AND CONTINUING EDUCATION.

WHEREAS, the Perth Amboy Redevelopment Team for Neighborhood Enterprise & Revitalization (PARTNER) is the sponsoring organization for the 2012 A.S.K. Youth and Continuing Education Scholarships totaling \$11,000; and

WHEREAS, the scholarships are to be awarded to youth and adults who are interested in achieving and continuing their education. Achieving Success & Knowledge (A.S.K.) Scholarship Program challenges students, who are residents of the Housing Authority of the City of Perth Amboy Public Housing or receiving Perth Amboy Section 8 Rental Assistance, to develop and perform services within the community. The program will sponsor students who are dedicated to finding their role in developing and addressing resolutions to societal issues and have demonstrated a level of initiative contributing to positive social change; and

WHEREAS, the recipients are selected on the basis of good academic standing and commitment to volunteerism/community service, personal accomplishments, and progress towards the achievement of the Family Self-Sufficiency goals;

WHEREAS, the following is a list of applicants who have returned their application for the A.S.K. Youth and Continuing Education Scholarships:

A.S.K. Youth

- Naheem Raheem Y Browne
- Darlene Rosa
- Angel L. Sanchez, Jr.

A.S.K. Continuing Education

- Angel L. Marte Martinez
- Angie Munoz
- Kelvin Ixim
- Angel Paez
- Alba Jimenez
- Nataly Guzman
- Leonary Rodriguez
- Hailey Vonn Cruz

NOW, THEREFORE BE IT RESOLVED, the Board members of PARTNER approves the award of the Achieving Success & Knowledge (A.S.K.) Continuing Education Scholarships and the Achieving Success & Knowledge (A.S.K.) Youth Scholarships to the (11) applicant who returned an application for \$1,000.00 each, as presented.

Ms. Yili moved that the foregoing resolution be adopted as presented, which motion was seconded by Mr. Gonzalez. Upon roll call, the following vote was carried:

Aye: E. Dorothy Carty-Daniel, Fernando A. Gonzalez, Richard Cavallero and Delia Yili.

Nay: None

The President, Ms. Carty-Daniel declared said motion was carried and said resolution was adopted.

Aye: E. Dorothy Carty-Daniel, Michael W. Harris and Delia Yili.

Nay: None

Douglas G. Dzema, Executive Director updated the Board on Habitat for Humanity.

Douglas G. Dzema, Executive Director updated the Board on the progress of the demolition and redevelopment of Delaney Homes.

Douglas G. Dzema, Executive Director updated the Board on The Parkview.

Douglas G. Dzema and Thomas R. Furlong updated the Board on the ongoing HUD Audit.

On the motion of Ms. Yili, which motion was seconded by Mr. Cavallero, the meeting was adjourned.

Respectfully recorded by,

A handwritten signature in black ink, appearing to read "Rosemarie Mckeon", with a stylized flourish extending to the right.

ROSEMARIE MCKEON
Administrative Assistant



PARTNER

Perth Amboy Redevelopment Team for Neighborhood Enterprise and Revitalization

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THE MINUTES OF THE REGULAR BOARD MEETING OF THE PERTH AMBOY REDEVELOPMENT TEAM FOR NEIGHBORHOOD ENTERPRISE AND REVITALIZATION

**June 18, 2012
6:00 P.M.**

The Board Members of the Perth Amboy Redevelopment Team for Neighborhood Enterprises and Revitalization ("PARTNER") met for the regular Board Meeting on Monday, June 18, 2012, 6:00 p.m. at main Administrative office building, Community Resource Center located at 881 Amboy Avenue, Perth Amboy, New Jersey 08861.

The Meeting was called to order by Board President Edna Dorothy Carty-Daniel.

Moment of Silence

Pledge of Allegiance

Roll Call of Board of Directors:

Present: Edna Dorothy Carty-Daniel, President
Fernando A. Gonzalez, Commissioner
Richard Cavallero
Delia Yili

Excused; Michael W. Harris, Treasurer

Other Present: Douglas G. Dzema, Executive Director
Rosemarie McKeon, Administrative Assistant
Edward Testino, Counsel
Eugenia Hill, Family Self-Sufficiency/Homeownership Coordinator

On the motion of Mr. Cavallero, which motion was seconded by Ms. Yili, the Board concurred to approve the Minutes of the Regular Board Meeting of May 14, 2012 as presented.

Aye: Edna Dorothy Carty-Daniel, Fernando A. Gonzalez, Richard Cavallero, and Delia Yili.

Nay: None

Presentation of A.S.K. Youth and Continuing Education Scholarships to the following:

A.S.K. Youth

- Naheem Raheem Y Browne
- Darlene Rosa
- Angel L. Sanchez, Jr.

A.S.K. Continuing Education

- Angel L. Marte Martinez
- Angie Munoz
- Kelvin Ixim
- Angel Paez
- Alba Jimenez
- Nataly Guzman
- Leonary Rodriguez
- Hailey Vonn Cruz

On the motion of Ms. Yili, which motion was seconded by Mr. Cavallero, the meeting was adjourned.

Respectfully recorded by,



ROSEMARIE MCKEON
Administrative Assistant



PARTNER

Perth Amboy Redevelopment Team for Neighborhood Enterprise and Revitalization

881 Amboy Avenue, P.O. Box 390, Perth Amboy New Jersey 08862
Tel: 732-826-3110 Fax: 732-826-3111

Board Members: E. Dorothy Carty-Daniel, President
Michael W. Harris, Treasurer
Fernando A. Gonzalez
Richard Cavallero
Delia Yili

THE MINUTES OF THE REGULAR BOARD MEETING OF THE PERTH AMBOY REDEVELOPMENT TEAM FOR NEIGHBORHOOD ENTERPRISE AND REVITALIZATION

**August 14, 2012
10:00 A.M.**

The Board Members of the Perth Amboy Redevelopment Team for Neighborhood Enterprises and Revitalization ("PARTNER") met for the regular Board Meeting on Tuesday, August 14, 2012, 10:00 a.m. at main Administrative office building, Community Resource Center located at 881 Amboy Avenue, Perth Amboy, New Jersey 08861.

The Meeting was called to order by Board President Edna Dorothy Carty-Daniel.

Moment of Silence

Pledge of Allegiance

Roll Call of Board of Directors:

Present: Edna Dorothy Carty-Daniel, President
Michael W. Harris, Treasurer
Fernando A. Gonzalez, Commissioner
Delia Yili
Karen Medina

Excused; Richard Cavallero

Other Present: Douglas G. Dzema, Executive Director
Rosemarie McKeon, Administrative Assistant
Edward Testino, Counsel
Eugenia Hill, Family Self-Sufficiency/Homeownership Coordinator

Presentation/Discussion of the Greater Dublin Neighborhood Revitalization Plan from Jorge Cruz, Steve Naegel and Meyer Pincelli of the Jewish Renaissance Foundation to the Board. Mr. Cruz informed the Board that the name of the proposed plan has been changed to the "Gateway Neighborhood Collaborative".

The purpose of the proposed community planning effort is to envision a resident-driven plan that focuses on the revitalization of the once vibrant, working-class "Gateway" neighborhood. The end goal is to incorporate the shared vision of local residents, business owners, community groups and other neighborhood stakeholders into one document that will shape the physical, social and human development of the community. The plan will lay out a strategy for enhancing educational services, business opportunities, social interaction, economic development efforts, historical features, social services, recreational spaces and the physical appearance of the neighborhood.

PARTNER and JRF will work together to act as the co-facilitators and co-implementation managers for the Gateway Neighborhood planning process. PARTNER and JRF will ensure this planning effort is resident and community-driven through the strong relationship with local community organizations. PARTNER and JRF's involvement in this plan enables a unique partnership that ensures community stakeholders' concerns and desires are addressed in the planning process.

On the motion of Mr. Gonzalez, which motion was seconded by Ms. Yili, the Board concurred to approve the Minutes of the Regular Board Meeting of June 18, 2012, as presented. Upon roll call, the following vote was carried:

Aye: Edna Dorothy Carty-Daniel, Michael W. Harris, Fernando A. Gonzalez, and Delia Yili.

Nay: None

On the motion of Ms. Yili, which motion was seconded by Mr. Gonzalez, the Board concurred to approve the appointment of Karen Medina of Perth Amboy, New Jersey as a PARTNER Member and Board of Director. Upon roll call, the following vote was carried:

Aye: Edna Dorothy Carty-Daniel, Michael W. Harris, Fernando A. Gonzalez, and Delia Yili.

Nay: None

Ms. Karen Medina was congratulated and welcomed to the PARTNER Board.

Thomas R. Furlong presented the Financial Report to the Board.

On the motion of Mr. Gonzalez, which motion was seconded by Ms. Yili, the Board concurred to negotiate the Memorandum of Understanding Agreement between PARTNER and the Jewish Renaissance Foundation regarding the Gateway Neighborhood Collaborative. Upon roll, the following vote was carried:

Aye: Edna Dorothy Carty-Daniel, Michael W. Harris, Fernando A. Gonzalez, Delia Yili and Karen Medina.

Nay: None

The following was introduced by Ms. Carty-Daniel, read in full and considered:

TO RATIFY AGREEMENT FOR CONSULTING SERVICES

Whereas, it is the mission of PARTNER to provide housing and support services to the City of Perth Amboy and surrounding areas; and

Whereas, PARTNER is interested in expanding its operations in order to meet its mission; and

Whereas, the Executive Director has met with Marlene Sigman who has extensive experience working with non-profits whose mission is similar to PARTNER; and

Whereas, it is the recommendation of the Executive Director to enlist the services of Marlene Sigman to provide the following services:

- 1) Review all organizational documents
- 2) Meet at least once with all or most of the members of PARTNER to determine precisely what the vision for PARTNER is and the time horizon for its accomplishment
- 3) Make recommendations regarding changes, if any, to the organizational documents
- 4) Make recommendations regarding strategy to fulfill the vision
- 5) Make recommendations as to potential funding sources

Whereas, a telephone vote of the Board Directors was taken to approve the scope of services listed above along with the hiring of Marlene Sigman to undertake said services;

Now therefore be it resolved by the Board of Directors of PARTNER the following:

- 1) Ratification of the telephone vote taken to enlist the services of Marlene Sigman for the scope listed above
- 2) Fee for these services will be based upon an hourly rate of \$75 plus travel expenses for meetings at a rate of \$.55 per mile. Entire fee not to exceed \$3,000.

On the motion of Mr. Gonzalez, which motion was seconded by Ms. Yili, the Board concurred to ratify the Agreement for Consulting Services, as presented. Upon roll call, the following was vote was carried:

Aye: Edna Dorothy Carty-Daniel, Michael W. Harris, Fernando A. Gonzalez, Delia Yili and Karen Medina.

Nay: None

PARTNER has been incorporated as a 501c3 with the purpose of developing, managing and/or owning housing for low-and-moderate income individuals and families and providing social services that will help such individuals and families maintain their housing and advance economically. Due to its relationship with the Housing Authority of the City of Perth Amboy – in the form of both staff and financial support – it has a unique opportunity fulfill its mission through access to these resources as well as those available to non-Housing Authority related community development organizations. The proposed PARTNER Activities Action Plan is for the near and medium term.

On the motion of Mr. Gonzalez, which motion was seconded by Ms. Yili, the Board concurred to approve the PARTNER Activities Action Plan, as presented. Upon roll call, the following vote was carried:

Aye: Edna Dorothy Carty-Daniel, Michael W. Harris, Fernando A. Gonzalez, Delia Yili, and Karen Medina.

Nay: None

The following was introduced by Ms. Carty-Daniel, read in full and considered:

THE MEMBERS OF
PARTNER: Perth Amboy Redevelopment Team for Neighborhood Enterprise
and Revitalization, Inc. to Amend the By-Laws.

WHEREAS, Article XIII of the By-Laws describes the provisions by which the member may amend the By-Laws; and

WHEREAS, Article XIII required that such amendments be made at any meeting of the members; and

WHEREAS, the Directors have determined that to fulfill its overall mission of neighborhood enterprise and revitalization it is in the corporations best interest to modify the By-Laws as to the number of directors elected by the members;

THEREFORE, LET BE IT RESOLVED, that the Article III, Section 2 of the By-Laws shall be amended to read as follows:

Section 2. Number. There will be a board of seven directors elected by the members at the annual meeting of members. Two of the seven directors shall be commissioner of the Housing Authority of the City of Perth Amboy. The number of directors for each corporate year shall be fixed by vote at the annual meeting, but the members may, at any special meeting, increase the number so fixed by the vote of the majority of the members; or they may decrease the number of directors, but only to eliminate vacancies existing by reason of the death, resignation, removal or disqualification of one or more directors. Regardless of the number of directors appointed the following are membership requirements:

- 1) At least 1/3 of the members must be low income or live in low income neighborhoods.
- 2) No more than 1/3 can be public officials.
- 3) Public officials cannot be counted as low income members.

In addition, members of the Board appointed by public officials cannot select other members of Board.

On the motion of the Ms. Yili, which motion was seconded by Mr. Gonzalez, the Board concurred to amend the PARTNER By-Laws, as presented. Upon roll call, the following vote was carried:

Aye: Edna Dorothy Carty-Daniel, Michael W. Harris, Fernando A. Gonzalez, Delia Yili, and Karen Medina.

Nay: None

On the motion of Ms. Yili, which motion was seconded by Mr. Gonzalez, the Board concurred to approve the adoption of a formal procedure for obtaining low income community input regarding each housing project undertaken, as presented. Upon roll call, the following vote was carried:

Aye: Edna Dorothy Carty-Daniel, Michael W. Harris, Fernando A. Gonzalez, Delia Yili, and Karen Medina.

Nay: None

The following was introduced by Ms. Carty-Daniel, read in full and considered:

TO ADOPT THE CONFLICT OF INTEREST POLICY

WHEREAS, PARTNER is interested in qualifying to become a Community Housing Development Organization (CHDO); and

WHEREAS, one of the requirements for qualification is to adopt a conflict of interest policy outlining the procedures for the Board of Directors/Members regarding possible conflicts;

THEREFORE BE IT RESOLVED, adopted of the Conflict of Interest Policy along with the corresponding Conflict of Interest Disclosure certification.

On the motion of Ms. Yili, which motion was seconded by Mr. Gonzalez, the Board concurred to approve the adoption of the Conflict of Interest Policy along with the corresponding Conflict of Interest Disclosure certification, as presented. Upon roll call, the following vote was carried:

Aye: Edna Dorothy Carty-Daniel, Michael W. Harris, Fernando A. Gonzalez, Delia Yili, and Karen Medina.

Nay: None

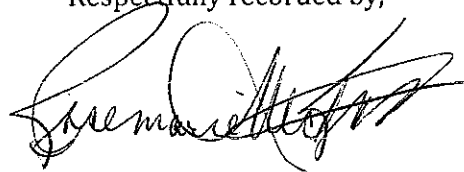
Eugenia Hill, FSS/Homeownership Coordinator presented as status report of the FSS/Homeownership program to the Board.

Douglas Dzema, Executive Director updated the Board of the Habitat for Humanity project.

Discussion took place, in reference to the Delaney Homes Revitalization Project, Sub-division of the property is on-going.

On the motion of Mr. Gonzalez, which motion was seconded by Ms. Yili, the meeting was adjourned.

Respectfully recorded by,

A handwritten signature in black ink, appearing to read "Rosemarie Mckeon", written in a cursive style.

ROSEMARIE MCKEON
Administrative Assistant



PARTNER

Perth Amboy Redevelopment Team for Neighborhood Enterprise and Revitalization

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Board Members: E. Dorothy Carty-Daniel, President
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Richard Cavallero
Delia Yili
Karen Medina

THE MINUTES OF THE REGULAR BOARD MEETING OF THE PERSON AMBOY REDEVELOPMENT TEAM FOR NEIGHBORHOOD ENTERPRISE AND REVITALIZATION

**September 11, 2012
10:00 a.m.**

The Board Member of the Perth Amboy Redevelopment Team for Neighborhood Enterprise and Revitalization ("PARTNER") met for the regular Board Meeting on Tuesday, September 11, 2012, 10:00 a.m. at the main Administrative Office, conference room located at 881 Amboy Avenue, Perth Amboy, New Jersey 08861.

The Meeting was called to order by Board President Edna Dorothy Carty-Daniel.

<Moment of Silence>

<Pledge of Allegiance>

Roll call of Board of Directors:

Present: Edna Dorothy Carty-Daniel, President
Fernando A. Gonzalez
Richard Cavallero
Delia Yili
Karen Medina

Excused: Michael W. Harris, Treasurer

Others Present: Douglas G. Dzema, Executive Director
Rosemarie McKeon, Administrative Assistant
Edward Testino, Counsel
Thomas R. Furlong, Accountant

On the motion of Ms. Yili, which motion was seconded by Mr. Gonzalez, the Board concurred to approve the Minutes of the Regular Board Meeting of August 14, 2012, as presented. Upon roll call, the following vote was carried:

Aye: Edna Dorothy Carty-Daniel, Fernando A. Gonzalez, Richard Cavallero, Delia Yili and Karen Medina.

Nay: None

Discussion took place, in reference to the PHA Audit.

On the motion of Mr. Cavallero, which motion was seconded by Ms. Yili, the Board concurred to approving the time sheets to be used by PARTNER employees to document time spent on PARTNER activities, as presented on September 11, 2012 and annexed hereto as Exhibit 1 (D). This timesheet has been updated to include the actual time of day the work was performed as requested by the IG. Upon roll call, the following vote was carried:

Aye: Edna Dorothy Carty-Daniel, Fernando A. Gonzalez, Richard Cavallero, Delia Yili and Karen Medina.

Nay: None

The following resolution was introduced by Ms. Yili, read in full and considered:

RESOLUTION # 051-A

TO APPROVE PARTNER ACTIVITIES ACTION PLAN, PARTNER'S SPENDING PLAN THAT WILL BE USED FOR THE PROCUREMENT OF GOODS AND SERVICES, PARTNER'S USE OF UNSPENT SECTION 8 ADMIN FEES BUDGET AND PARKVIEW HOUSING PROJECT PROGRAM INCOME BUDGET.

WHEREAS, the Board of Directors has reviewed, commented and recommended changes and/or revisions of the following documents:

- PARTNER's Activities Action Plan
- PARTNER's Spending Plan
- PARTNER's Unspent Section 8 Administrative Fee Reserve Budget
- The PARKVIEW Housing Project Program Income Budget

NOW, THEREFORE BE IT RESOLVED, the Board Members of the Perth Amboy Redevelopment Team for Neighborhood Enterprises and Revitalization (PARTNER) approve the PARTNER Activities Action Plan, PARTNER's Spending Plan that will be used for the procurement of goods and services, PARTNER's use of unspent Section 8 Admin Fees Budget and Parkview Housing Project Program Income Budget, as presented.

Mr. Gonzalez moved that the foregoing resolution be adopted as presented, which motion was seconded by Mr. Cavallero. Upon roll call, the following vote was carried:

Aye: Edna Dorothy Carty-Daniel, Fernando A. Gonzalez, Richard Cavallero, Delia Yili and Karen Medina.

Nay: None

Ms. Carty-Daniel thereupon declared said motion was carried and said resolution was adopted.

The following resolution was introduced by Ms. Medina, read in full and considered:

RESOLUTION # 052-A

TO SUPPORT AND APPROVE THE HOUSING AUTHORITY OF THE CITY OF PERTH AMBOY'S PROPOSED CORRECTIVE ACTION PLAN TO IG REPORT 2012-NY-1008.

WHEREAS, the Board Members have reviewed the Housing Authority of the City of Perth Amboy's proposed Corrective Action Plan to be included in the response to HUD regarding the PHA Audit Report 2012-NY-1008;

NOW, THEREFORE BE IT RESOLVED, the Board Members of the Perth Amboy Redevelopment Team for Neighborhood Enterprises and Revitalization (PARTNER) support and approve the Housing Authority of the City of Perth Amboy's proposed Corrective Action Plan to be included in the response to HUD regarding the PHA Audit Report 2012-NY-1008, as presented.

Ms. Yili moved that the foregoing resolution be adopted as presented, which motion was seconded by Mr. Cavallero. Upon roll cal. The following vote was carried:

Aye: Edna Dorothy Carty-Daniel, Fernando A. Gonzalez, Richard Cavallero, Delia Yili and Karen Medina.

Nay: None

Ms. Carty-Daniel thereupon declared said motion was carried and said resolution was adopted.

Discussion took place, in reference to the "Gateway" Neighborhood Collaborative.

Discussion took place, in reference to the Habitat for Humanity.

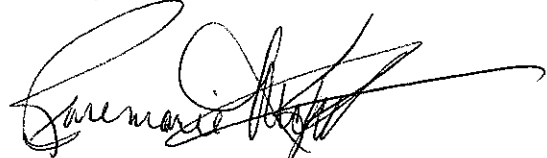
On the motion of Ms. Medina, which motion was seconded by Ms. Yili, the Board concurred to approve the authorization of Douglas Dzema, Executive Director to negotiate and approve the Memorandum of Understanding "MOU" with Morris County Habitat for Humanity, as presented. Upon roll call, the following vote was carried:

Aye: Edna Dorothy Carty-Daniel, Fernando A. Gonzalez, Richard Cavallero, Delia Yili and Karen Medina.

Nay: None

On the motion of Ms. Yili, which motion was seconded Ms. Medina, the meeting was adjourned.

Respectfully submitted by,

A handwritten signature in black ink, appearing to read "Rosemarie Mckeon", with a long horizontal flourish extending to the right.

ROSEMARIE MCKEON
Administrative Assistant



PARTNER

Perth Amboy Redevelopment Team for Neighborhood Enterprise and Revitalization

881 Amboy Avenue, P.O. Box 390, Perth Amboy New Jersey 08862

Tel: 732-826-3110 Fax: 732-826-3111

Board Members: E. Dorothy Carty-Daniel, President
Michael W. Harris, Treasurer
Fernando A. Gonzalez
Richard Cavallero
Delia Yili
Karen Medina

THE MINUTES OF THE REGULAR BOARD MEETING OF THE PERSON AMBOY REDEVELOPMENT TEAM FOR NEIGHBORHOOD ENTERPRISE AND REVITALIZATION

October 9, 2012

2:00 p.m.

The Board Member of the Perth Amboy Redevelopment Team for Neighborhood Enterprise and Revitalization ("PARTNER") met for the regular Board Meeting on Tuesday, October 9, 2012, 2:00 p.m. at the main Administrative Office, Resource Center located at 881 Amboy Avenue, Perth Amboy, New Jersey 08861.

The Meeting was called to order by Board President Edna Dorothy Carty-Daniel.

<Moment of Silence>

<Pledge of Allegiance>

Roll call of Board of Directors:

Present: Edna Dorothy Carty-Daniel, President
Fernando A. Gonzalez
Richard Cavallero
Delia Yili
Karen Medina

Excused: Michael W. Harris, Treasurer

Others Present: Douglas G. Dzema, Executive Director
Rosemarie McKeon, Administrative Assistant
Edward Testino, Counsel
Thomas R. Furlong, Accountant

On the motion of Ms. Yili, which motion was seconded by Mr. Gonzalez, the Board concurred to approve the Minutes of the Regular Board Meeting of September 11, 2012, as presented. Upon roll call, the following vote was carried:

Aye: Edna Dorothy Carty-Daniel, Fernando A. Gonzalez, Richard Cavallero, Delia Yili and Karen Medina.

Nay: None

The following resolution was introduced by Ms. Yili, read in full and considered:

RESOLUTION # 053-A

COMMUNITY HOUSING DEVELOPMENT ORGANIZATION

WHEREAS, the Cranston-Gonzalez National Affordable Housing Act of 1990 (Act) authorizes federal funds to expand the supply of decent affordable housing for very low, low and moderate income households; and

WHEREAS, the Act authorizes funding assistance through the HOME Investment Partnerships Act (HOME Program); and

WHEREAS, the State of New Jersey's HOME Program Descriptions, approved by HUD, reserves a specific allocation of funds for eligible CHDOs, as defined by the federal regulations; and

WHEREAS, 24 CFR Part 92, Subpart G, specifies the requirements for participating jurisdictions to use in determining whether organizations qualify as CHDOs; and

WHEREAS, we, the Board of Director of the Perth Amboy Redevelopment Team for Neighborhood Enterprise and Revitalization (PARTNER) has reviewed the applicable regulations and do certify to the following:

- 1) We are organized under state or local laws. No part of our net earnings inure to the benefit of any member, founder, contributor or individuals as evidenced in our Charter and/or Articles of Incorporation.
- 2) We are neither controlled by nor under the direction of individuals or entities seeking to derive profit or gain from the organizations.
- 3) We have a tax exemption ruling from the Internal Revenue Service as evidence by a 501(c)3 certificate from the IRS.
- 4) Our organization does not include a public entity (including a state, county, city, district, public authority, public agency) or an instrumentality of a public entity.
- 5) We are accountable to low income community residents by specifying in our By-Laws that at least one-third of the governing Board's membership is made up of any combination of the following:
 - Residents of low income neighborhoods; or
 - Other low income community resident' or
 - Elected representatives of low income neighborhood organizations; and
- 6) We comply with the following requirements regarding Board membership:
 - For organizations which are state or locally chartered, no more than one-third of the governing body and board members are public officials and/or appointed by public officials as evidenced by the By-Law and/or;
 - For organizations that are sponsored or created by a for-profit entity, no more than one-third of the governing body and board members are appointed by the for-profit entity as evidenced by the By-Laws.
- 7) Our standards of financial accountability conform to OMB Circular Number A-110 (Rev.) "Standards for Financial Management Systems" as evidenced by a notarized statement by the President or Chief Financial Officer of the organization, a certification from a Certified Public Accountant, or HUD approved audit summary.

- 8) One of our purposes is to provide decent affordable housing for low and moderate-income persons, as evidenced in our By-Laws and Articles of Incorporation.
- 9) We provide a formal process for low income, program beneficiaries to have input into our decision regarding the design, siting, development and management of affordable housing as evidenced by the By-Laws.
- 10) We have a history (at least one year) of serving the community where HOME funds will be utilized and have written evidence by the By-Laws.
- 11) We have a demonstrated capacity for carrying out housing activities with HOME funds. Resumes and/or statement that describe the experience of key staff members who have successfully completed housing projects evidence our capacity.

NOW, THEREFORE BE IT RESOLVED by this Board of Directors that we have completely read and understood the above standards and requirements and do hereby certify that we have satisfied all of the applicable federal requirements mentioned above for qualification as a Community Housing Development Organization (CHDO).

BE IT FURTHER RESOLVED, that the Board acknowledges that any false statements made with the intent to deliberately mislead shall result in the loss of CHDO status and the immediate repayment of any HOME Program funds received.

All documents regarding our qualifications as a CHDO will be kept in a file marked "CHDO Certification and Verification" and will be available for inspection at 881 Amboy Avenue, Perth Amboy, New Jersey 08861.

Mr. Cavallero moved the foregoing resolution be adopted as presented, which motion was seconded by Mr. Gonzalez. Upon roll call, the following vote was carried:

Aye: Edna Dorothy Carty-Daniel, Fernando A. Gonzalez, Richard Cavallero, Delia Yili and Karen Medina

Nay: None

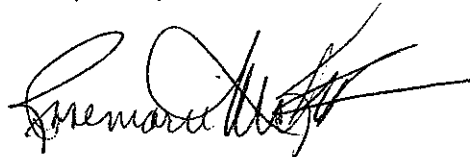
Ms. Carty-Daniel thereupon declared said motion was carried and said resolution was adopted.

Discussion took place, in reference to the "Gateway" Neighborhood Collaborative.

Discussion took place, in reference to the Habitat for Humanity.

On the motion of Ms. Yili, which motion was seconded Ms. Medina, the meeting was adjourned.

Respectfully submitted by,



ROSEMARIE MCKEON
Administrative Assistant