

**ACTON COMMUNITY HOUSING CORPORATION**  
**Minutes Wednesday, July 21, 2023 – online via Zoom**

Pursuant to notice given, a Special Meeting of the Acton Community Housing Corporation (ACHC) was held on Friday, July 21, 2023 at 8:30am via zoom. Present and constituting a Quorum for the purpose of conducting business were regular members Janet Adachi and Bernice Baran, and associate member Dan Buckley. Janet designated Dan as a voting member for today's meeting.

Lara Plaskon from RHSO serves as ACHC's off-board Clerk and was present for the meeting.

Guests:

- None

Janet Adachi, Chair, called the meeting to order at 8:32am. Janet read the updated meeting notice, including guidelines for public participation in the meeting.

**I. Regular Business**

- **Minutes of July 18, 2023** – Dan moved to approve the minutes of the July 18<sup>th</sup> ACHC meeting and Bernice seconded – Lara took a roll call vote and the motion passed unanimously.
- **Monthly Financial Reports through 6/30/23**
  - Dan confirmed that the 6/30 financial report will be ready at the next ACHC meeting.
  - Some discussion followed regarding Dan's transition to the treasurer role, his access to the ACHC bank account, and planning for responding to the Town auditor

**II. New Business – None**

**III. Old Business – None**

**IV. Future Agenda Items – None**

Bernice moved to adjourn the meeting at 8:43am and Dan seconded. Lara took a roll call vote – motion passed unanimously.

The next ACHC meeting will be on Tuesday, September 12, 2023 at 4pm via Zoom.

**STATEMENT OF DOCUMENTS PRESENTED AT THIS MEETING:**

Agenda, July 21, 2023

Draft Minutes from 7/18/23 ACHC meeting