

New Jersey Association of Housing Development Authorities
Regular Business Meeting
Via ZOOM
Minutes
March 27, 2026

Call to Order

The meeting was called to order by the Chairperson Gary Centinaro at 10:45 am

Roll Call of Officers

Chairman Gary Centinaro	Present
Vice Chairman Randall Wood	Present
Treasurer John Mahon	Present
Corresponding Secretary, Sherry Sims	Present
Executive Director, Kathleen DiTomasso	Present
Deputy Director, Sandra Niemiec	Present

Other Administration Present

Attorney, Harold Fitzpatrick
Past Chairman Eric Chubenko

Others In Attendance via zoom login

Teresa - Plainfield HA
Trena H, Shonda J. - Jersey City HA
Anlly Cepeda, Red Bank HA
T McGuire
Danielle Fusco, Elizabeth Noll, Joyce Pydeski, Melanie Oliveras - Woodbridge HA
Eva Marie - Boonton HA
Mike Rosario
Nancy Nicholson, Brick HA
Jamie Stratton, J. Noble - S. Amboy HA
Amanda Riley, Eric Chubenko - Carteret HA
Kevin DeGerolamo - Phillipsburg HA
Michelle, Edison HA
Kim Gober, Gloucester HA
Richard Fox, Hamilton Consulting Group
Erika Peterson, Princeton HA
M.K.
Susan O'Leary, Middletown HA
Dr. S. Mehta and Navella George - Oak Street Health *Program Presenters*

Quorum

A roll call was counted, and a quorum was confirmed by the members in attendance at the zoom meeting.

Approval of Minutes

A motion was made by John Mahon and seconded by Kathleen DiTomasso to accept the minutes from the holiday business meeting held on December 5, 2025. The motion carried.

Correspondence

Susan O’Leary resignation letter was presented.

Comptroller Report

Audit Report: The NJAHRA audit report for the year ending Sept 30, 2025, 2024 was discussed. There are no Findings.

Budget Report: The 2025-2026 budget was discussed effective October 1, 2025. The Association is in a good financial position at this time.

Program Committee Report

The Annual Conference will be held Sept 29,30 and Oct.1, 2026 at the Hard Rock Hotel Atlantic City

Executive Director’s Report

The Executive Director reported the following:

- Renewal documents for 2026 from the New Jersey Public Housing Authority JIF were received, signed, and returned. Executed copies will be forwarded to the comptroller upon receipt.
- The Iselin Post Office Box will expire on April 30, 2026, and will no longer be used. All correspondence, annual dues payments, and event registrations should be mailed to the PO Box 3 Belvedere, New Jersey. This information is reflected on the organization’s website.
- Membership outreach activities included attendance at a nonprofit expo, resulting in new members joining the Association.
- Website updates with the calendar of upcoming events are scheduled.
- Resignation letter from Susan O’Leary leaves a vacant position of Administrative Assistant
- Standing Committee Chairperson’s were appointed by Chairman Centinaro and the Executive Committee held a meeting on January 29, 2026.

Attorney’s Report

Legal Counsel recommended that we address the legal name and establish a mailing address. He also concurred establishing a formal contract with the Executive Director.

Executive Committee Report

A summary of the January 29, 2026, Executive Committee meeting was presented by Eric Chubenko.

Key discussion items included:

- Review of bylaws and steps needed to achieve quorum for business meetings.
- Clarification of Executive Committee roles and responsibilities.
- Formation of a Bylaws Committee, chaired by Sherry Sims.
- Discussion of the organization’s legal name and recommendation to formalize a “doing business as” designation.
- NJAHRA needs to establish a permanent legal address for the Association.
- It was recommended to implement a formal written contract for the Executive Director position.
- A Motion was made at the Executive Committee Meeting to increase the Executive Director’s compensation to \$1,000 per month, effective February 1, 2026. Compensation should remain consistent with prior Executive Directors' compensation levels. Motion was made by Eric Chubenko; Seconded by Randall Wood. Everyone voted in the affirmative. Kathleen DiTomasso abstained.
- Additional discussions; a review of the 2026 membership list; current budget and financial reports; announce training events, and scheduling future Executive Committee meetings.

Board Discussion

Questions were raised regarding the process used to approve the compensation adjustment and its impact on the budget. It was suggested that the Comptroller present a budget revision at the next meeting for Executive Committee to ratify the approval from the January meeting to retroactive compensation to February 1, 2026.

Old Business None

New Business Vacant position of Administrative Assistant. Members interested were asked to submit a letter of interest to Chairman Centinaro.

Chairman Centinaro thanked everyone for attending and invited everyone to stay for the presentation provided by Oak Street Health.

Adjournment Motion to adjourn made by Eric Chubenko
 Seconded by Randy Wood
 Vote: Unanimous

There being no further business, the meeting was adjourned by Chairman Centinaro at 11:10 a.m.

Submitted By: _____ Title: _____