**MINUTES**

**GORDON COURT**

**DATE** : December 14,2021

**OPEN: 6:58** PM

**ATTENDANCE:** Suzanne Fayette, Susan Fitch, Lawrence Cullen, Linda Reynolds, Rod Tidd

**GUEST:** Shookie Millett, Kim Lipczynski

**ABSENT:** Carol Basford

1. Welcome by Chairperson, Suzanne Fayette
2. United Helpers Purchases/Repairs... In/Out signs and office renovations are part of the planning process and will be updated as needed. Carol submitted The Capital Needs Assessment for bids on the project but to date has only received one bid. Aubertine and Currier submitted a $4500 bid, which also includes travel expenses. This is actually $500 under anticipated amount. Will await additional bids which are due by 12/ 20. Laundry contract with CSC renewed with five year plan.
3. Kim Lipczynski updated us on Year End audit… Pinto Mucenski is still processing , but should be resolved soon.
4. Identity of Interest…competitive bidding for future projects will be handled by SPARX Corporation after a motion from Sue Fitch and seconded by Rod Tidd, with all in favor, approved.
5. Updated By Law changes sent to United Helpers attorney for review. They will forward to Rural Development when review is completed.
6. Thank you to Kim Lipczynski for the updated contact list for Gordon Courts. Many staff changes as per new list.
7. Minutes from the Sept. 21, 2021 meeting were accepted by Linda Reynolds and seconded by Rod Tidd, and approved by all.
8. 2022 budget reviewed in accordance with RD regulations with no significant changes.
9. Next Meeting; Tuesday, March 15, 2022@ 7 PM in the Community room.

 **ADJOURN: 7:50** PM