

**Burlington Housing Authority  
Annual Meeting Minutes  
February 18, 2025**

**1. Call to Order of Annual Meeting**

The Annual Meeting of the Board of Commissioners was called to order at 9:03 a.m. on February 18, 2025 by Executive Director Steven Murray with the following present: Commissioners Jane Knodell, Bill Schrecker, Brian Lowe, Kirby Dunn, and Tony Lewis. Also in attendance were Executive Director Steven Murray, Chief Financial Officer Nicholas Hibbard, Director of Rental Assistance Stephanie Bixby, Director of Asset Management Jeffrey Metcalf, Director of Human Resources Melissa Farnham, Director of Housing Retention Crystal Jones, Director of Property Management Susan Carp, and Controller Eric DeBlasio

Chris Barrett was also in attendance.

**2. Changes to Agenda**

There were no changes to the agenda.

**3. Forum: Residents of BHA Properties/General Public**

There were no comments from the residents.

**4. Minutes from February 27 2024 Annual Meeting**

Bill Schrecker made a motion to approve the minutes, as presented. Brian Lowe seconded the motion with unanimous approval.

**5. Election of Officers**

Kirby made a motion to continue with existing officers, Jane Knodell as Board Chair and Bill Schrecker as Board Vice-Chair. Brian Lowe seconded the motion with unanimous approval.

**6. Other Business**

At 9:05 a.m., there was unanimous approval to recess the meeting.

The meeting was reconvened at 9:11 a.m.

At 9:12 a.m., there was unanimous approval to adjourn the meeting.

DocuSigned by:  
*Steven Murray*  
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Secretary