

# ASHFORD HOUSING DEVELOPMENT CORPORATION

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49 Tremko Lane, Ashford, CT 06278 · Phone: 860-429-8556

The undersigned, being the Secretary of Ashford Housing Development Corporation (the “**Corporation**”), hereby acknowledge(s) that the actions set forth below were taken at the Directors’ Organizational Meeting of the Corporation on August 30, 2022, at 49 Tremko Lane, Ashford, CT 06278.

The following individuals were present: Dennis Poitras, Heather Parker, Chuck Funk, Donna Dysart, Jessica Miller.  
Public present: Holly Hensel

The meeting was called to order at 6:06 pm.

**RESOLVED:** That the following named persons are hereby elected officers of the Corporation to serve for a term of one, two or three years.

Dennis Poitras- President

Chuck Funk - Vice President

Heather Parker- Secretary

Donna Dysart –Treasurer

**Motion:** Mr. Funk made the motion to approve the officer positions as listed above.

**Seconded:** Ms. Parker seconded the motion.

**Vote:** All in favor.

**RESOLVED:** That the Certificate of Incorporation attached to these minutes and its proposed filing with the Connecticut Secretary of the State are hereby adopted and approved.

**Motion:** Mr. Poitras made the motion to approve and adopt the Certificate of Incorporation.

**Seconded:** Ms. Dysart seconded the motion.

**Vote:** All in favor.

**RESOLVED:** That the Bylaws for the regulation and management of the business and affairs of the Corporation which have been prepared by counsel in accordance with the instructions of the Incorporator, a copy of which is attached to this consent, are hereby adopted as the Bylaws for the regulation and management of the business and affairs of the Corporation.

**Motion:** Mr. Poitras made the motion to approve and adopt the Bylaws

**Seconded:** Ms. Dysart seconded the motion.

**Vote:** All in favor

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**RESOLVED:** That the Conflict of Interest Policy, for the process and procedures regulating any potential excess benefit transaction or potential conflict of interest between the Corporation and any officer, director, member or other disqualified person, a copy of which is attached to this consent, having been reviewed by the Directors, is hereby adopted as the Conflict of Interest Policy for the Corporation.

**Motion:** Mr. Funk made the motion to approve and adopt the Conflict of Interest Policy.

**Seconded:** Ms. Parker seconded the motion.

**Vote:** All in favor.

**RESOLVED:** That the Mission Statement, which reads as follows, “The Mission of the Ashford Housing Development Corporation is to preserve Pompey Hollow Senior Housing and to create new affordable housing opportunities for individuals with low to moderate income in Ashford.” was adopted by the Directors.

**Motion:** Mr. Poitras made the motion to approve the mission statement.

**Seconded:** Ms. Dysart seconded the motion.

**Vote:** All in favor

**RESOLVED:** That an account or accounts for the Corporation be opened at a financial institution or institutions to be selected by the officers and that the President and Treasurer be severally authorized to sign checks drawn on said account or accounts; that the officers are severally authorized to execute such instruments as may be necessary or desirable in opening said account or accounts; and that any specific resolution required by the financial institution or institutions is hereby adopted.

**RESOLVED:** That the officers are authorized and directed to take such further action as may be necessary or desirable for the conduct of the Corporation’s activities, including but not limited to the filing of any applications for recognition of tax-exempt status, the preparation and filing of any information relating to the Corporation or its activities, and the payment of any necessary or appropriate fees or charges in connection therewith. [

Adjournment: The meeting was adjourned at 7:20 pm.

**Motion:** Mr. Poitras made the motion to adjourn.

**Seconded:** Ms. Parker seconded the motion.

**Vote:** All in favor.

Respectfully submitted by  
Donna Dysart, Secretary