

MINUTES
DUPAGE HOUSING AUTHORITY
FINANCE COMMITTEE
July 20, 2023

CALL TO ORDER

Finance Chair Bergman called the meeting to order at 9:34 a.m. at the DuPage Housing Authority offices, 711 E. Roosevelt Road, Wheaton, IL.

ROLL CALL

In attendance were Commissioners Berley, DeSart, and Bergman and with Commissioner Hood attending virtually. Present were: Executive Director Corbett, and Admin. Assistant Martin.

PUBLIC COMMENTS

No members of the public were in attendance.

APPROVAL OF MINUTES

Berley made a motion, seconded by Bergman, to approve the Finance Committee meeting minutes for June 13, 2023.

FINANCIAL STATEMENTS

The financial statements were not available yet. There are no issues with the day-to-day operations. BDO is working on reconciliation and proper recording of financials. When the financials reports are available, there will be a balance sheet, an income statement, and budget comparison and payment detail report. These are expected at the next Board Meeting.

NEW BUSINESS

- FY22 Audit and HUD filing: Nothing has changed from the last draft Rubino presented and there are no issues. After discussion, the Finance Committee recommends the DHA Board table Resolution 2023-14 for the acceptance of the FY2022 Audit until the actual updated report has been reviewed by the Committee. Regarding the HUD findings: 1. Inadequate controls in Financial Reporting. DHA has BDO for the separation of duties in the finance department and is seeking to hire a Comptroller. 2. Missing Rent Reasonableness Documentation. Nan McKay services have been secured for training and the department has been restructured with separation of duties. 3. Missing Depository Agreement. The requirements have been completed.
- Finance Area Staffing Update: Gans, Gans, and Associates have been contracted to identify a comptroller with a possible Oct. hire date. A Financial Analyst I & II will need to be filled.
- BDO/QAD Update: BDO is on track with years 2017, 2018, and 2019 completed and work continuing on 2021. QAD has no additional news at this time.

ADJOURNMENT

Consensus to adjourned by Chair Bergman at 9:56 a.m.

Respectfully Submitted, Susan Martin, Sr. Administrative Assistant/Recording Secretary