

**MINUTES OF THE BOARD OF  
COMMISSIONERS OF THE DUPAGE HOUSING AUTHORITY  
Thursday April 20, 2023**

Pursuant to executive order 2021-15 signed by Governor Pritzker and guidance provided by legal counsel, DuPage Housing Authority conducted this meeting by use of electronic means using Zoom, without a physical quorum present in the boardroom.

**Roll Call:**

The Chair called the meeting to order, the following members of the Board being present:

Sherrin Ingram	Chair	Virtual attendance
John Berley	Vice Chairman	Virtual attendance
Dru Bergman	Commissioner	Virtual attendance
Dawn DeSart	Commissioner	Virtual attendance
Jessica Garmon	Commissioner	Virtual attendance
Stefanie Hood	Commissioner	Virtual attendance
Candace King	Commissioner	Virtual attendance

The following others were also present:

Cheron Corbett	Executive Director	Virtual attendance
Byron Williams	Comptroller	Virtual attendance
Eric Hanson	Special Counsel	Virtual attendance
Allan Kitchen	Rubino & Company	Virtual attendance
Ben Karlin	Rubino & Company	Virtual attendance
Susan Martin	Admin Assistant	Virtual attendance

The Chair declared the presence of a quorum and the meeting began at 9:02 a.m.

**Public Comments:**

There were no public comments.

**Approval of Minutes:**

DeSart made a motion, seconded by Hood to approve the minutes of March 14, 2023. The motion carried unanimously with attendance correction.

**Financial Report:**

- Rubino and Company gave a status update on the audit for FY2022. Their goal is for the audit to be completed by April 30, 2023. Mr. Kitchen stated it is not a HUD requirement to have the Board approve the audit before it is submitted.
- The Finance Committee met on April 18th. The balance sheet continues to be a work in progress as BDO progresses in the audit process. They have completed year 2017. They are scheduled to report to the Board every other month.
- The Balance Sheet highlights were: Admin fees increased due to port-in absorptions, salaries were up due to March being a 3 payroll period month, the consultant line contains BDO charges.
- The Budget seems in line with any variances provided with notes. It will be re-formatted to include more YTD information.
- FY2024 Budget: Progressing on target with a draft due in May.

- QAD update: No news to report.
- FY2024 Insurance Renewal: The broker will report to the Finance Committee next month.
- FY2023 Audit RFP: Bids due May 5, 2023.

**Executive Director's Update**

Highlights from the report included the leasing goal of 97%, two solicitations a month in the Procurement Dept., and capital project initiatives. Discussion covered wait list data and the DuPage County Affordable Housing Funding. The new non-profit affiliate, I Live DuPage, was announced with having a smaller three board member structure. Attorney Hanson explained that DHA Management Inc. is still an active affiliate but DHA Investment, Inc. has been dissolved. An invitation to participate in a Habitat for Humanity build was extended to the Board.

**Presentation of Resolutions:**

There were no Resolutions at this time.

**Executive Session:**

King made a motion, seconded by DeSart to adjourn the Board's public session and go into Executive Session to discuss Personnel (Section 2 (c)(1)) of the Open Meetings Act, with no return to public session after the Executive Session. The motion carried unanimously, and Chair Ingram adjourned the public session at 9:57 a.m.

Susan Martin  
Recording Secretary