

**MINUTES OF THE BOARD OF
COMMISSIONERS OF THE DUPAGE HOUSING AUTHORITY
Thursday May 18, 2023**

The May 18, 2023 Board of Commissioners meeting of the DuPage Housing Authority was held in the conference room at the DuPage County Homeland Security Building at 418 County Farm Road, Wheaton, IL.

Roll Call:

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

Sherrin Ingram	Chair	Present
John Berley	Vice Chairman	Not in attendance
Dru Bergman	Commissioner	Present
Dawn DeSart	Commissioner	Present
Jessica Garmon	Commissioner	Virtual attendance
Stefanie Hood	Commissioner	Present
Candace King	Commissioner	Present

The following others were also present:

Cheron Corbett	Executive Director	Present
Eric Hanson	Special Counsel	Virtual attendance
Allan Kitchen	Rubino & Company	Virtual attendance
Ben Karlin	Rubino & Company	Virtual attendance
Dwayne Tucker	BDO	Virtual attendance
Nicole Hannigan	BDO	Virtual attendance
Susan Martin	Admin Assistant	Present

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 King to approve the minutes of April 20, 2023. The motion carried unanimously.

Financial Report:

- Rubino and Company gave a status update on the audit for FY2022. Their goal is for the audit to be completed by May 31, 2023. The draft report will be thoroughly reviewed by the Finance Committee.
- BDO gave a status update and continues to push forward toward the QAD deadline. HUD has not responded with any additional news. In response to a question about the term “forensic audit,” BDO explained that a forensic report does not necessarily mean there has been criminal activity but focuses on the historical data. HUD identified anomalies in some past financials which need to be cleaned up. Finance Chair Bergman noted that the Board’s understanding after the 2018 HUD QAD report was that the repayment amount due to HUD from issues with the prior administration, as well as DHA’s restricted and unrestricted net assets, had been resolved, and looks forward to an explanation as to what happened. Funds were coded wrong but going forward the Finance Dept. has been trained in Yardi. There are operational functions improving, such as staffing.

- The Finance Committee met on May 16th with a presentation from the insurance broker. The suite of insurance coverage is complete and in good shape. Kendall Housing Authority will be added as an additional insured and I Live DuPage will have its own insurance coverage.
- Commissioners are welcome to attend the June Finance Committee meeting to hear the drill down of the FY24 draft budget at the DHA office boardroom.
- April finances are not closed but functions continue with a report due next month.

Executive Director's Update

Highlights from the report included the selection of Rubino as auditors from the Independent Auditor Services RFP. The price includes both DuPage and Kendall Housing Authorities with Kendall reimbursing DHA for expenses. DHA's price is not to exceed \$152,900 for a 4-year period. Special Counsel Hanson confirmed that DHA does not have to choose the lowest price bid with RFPs. The EIV bid award should be available at next month's meeting. A Financial Analyst Intern started this week. Key and critical staff items in the Finance Dept. are a fractional CFO which will be BDO and a Comptroller. A draft for developer applications was discussed. Executive Director Corbett will be meeting in June with HUD to propose project-based vouchers through I Live DuPage.

Commissioner DeSart congratulated Commissioner Bergman and Commission Garmon on their term renewals as DHA Board of Commissioners.

Presentation of Resolutions:

RESOLUTION NO. 2023-07

Approval of Agreement in Relation to Tax Abatement Program with Aurora Housing Authority. This is the annual renewal to administer the State of Illinois housing opportunity area abatement program for AHA. A motion made by DeSart, seconded by Bergman, and it passed unanimously.

RESOLUTION NO. 2023-08

Approval of Independent Audit Services. The Independent Audit Services bid is awarded to Rubino. A motion made by King, seconded by Bergman, and it passed unanimously.

Adjournment:

King made a motion, seconded by DeSart, to adjourn the meeting and it passed unanimously. Chair Ingram adjourned the meeting at 9:40a.m.

Susan Martin
Recording Secretary