

**MINUTES**  
DUPAGE HOUSING AUTHORITY  
FINANCE COMMITTEE  
September 21, 2023

**CALL TO ORDER**

Finance Chair Bergman called the meeting to order at 9:03 a.m. at the DuPage Housing Authority offices, 711 E. Roosevelt Road, Wheaton, IL.

**ROLL CALL**

In attendance were Finance Commissioners Berley, Bergman, and Hood along with DHA Board Commissioners King and DeSart. Also present were: Executive Director Corbett, and Admin. Assistant Martin. Ben Karlin from Rubino & Company, and Jeffery Hyndman from BDO presented virtually.

**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 July 20, 2023.

**FINANCIAL STATEMENTS**

Mr. Karlin reported on the changes in the Final FY2022 Audit. Finding 2022-02 Submission of Financial Statement to FAC and REAC was added to the final version due to the audited financial statements not being submitted to the Federal Audit Clearinghouse or to REAC by the required due date. DHA did submit a waiver to HUD. The FY2023 audit plan is scheduled with field work to commence in January 2024, with completion and submittal in March. Mr. Karlin assured the group that there was no malfeasance, or concern of fraud or waste at this time.

Mr. Hyndman from BDO presented the financial statements. Chairman Bergman stressed the need for the following monthly reports on a timely basis: payment details, income statements, balance sheet and budget-to-actual beginning at the next meeting. In response to a question about the year-over-year drop in cash and increase in accounts receivable, Hyndman explained that the double landlord payments and being overleased resulted in the big difference in the year end cash totals. There is a plan in place to recapture the payments and recruitment for the department is on track. A/R jumped higher due to the double payments and portability receipting. BDO completed fiscal years 2017-2022 and will be working on finance policies soon.

**ADJOURNMENT**

Consensus to adjourn by Chair Bergman at 10:02 a.m.

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