

**MINUTES**  
KENDALL HOUSING AUTHORITY  
BOARD OF COMMISSIONERS  
November 30, 2018

The November 30, 2018 Board of Commissioners meeting of the Kendall Housing Authority (KHA) was held in the Kendall County Health Department, 2<sup>nd</sup> floor Conference Room, 811 West John Street, Yorkville, IL.

In Attendance: KHA Commissioners Erik Gauss, Tom Grant, Robyn Ingemunson, and Chairman Matthew Prochaska. Also present were Executive Director Kenneth Coles, Finance Manager Celeste-Wade and Sr. Administrative Assistant Ms. Martin.

1. CALL TO ORDER

The meeting was called to order by Chairman Prochaska at 8:02 am.

2. ROLL CALL AND CERTIFICATION OF QUORUM

A roll call showed that a quorum was present.

3. PUBLIC COMMENT

There was no Public Comment made at this meeting.

4. ELECTION OF OFFICERS

Commissioner Grant made a motion to continue the current slate of officers, seconded by Commissioner Ingemunson. The motion carried by unanimous vote with no other nominations.

5. APPROVAL OF MINUTES

Commissioner Grant made a motion, seconded by Commissioner Ingemunson, to approve the minutes of August 24, 2018 and the motion carried by unanimous vote.

6. FINANCIAL REPORT

Finance Manager Celeste-Wade presented the Financial Report which included the balance sheet, income statements and check registry. She is in the process of working to collect monies from other housing authorities. The HAP fund is positive and "doing good". A refund was received from the insurance company. Fraud recovery continues to be successful.

7. NEW BUSINESS

- Resolution 2018-07 Approval of the KHA Board Schedule 2019. Commissioner Grant made a motion, seconded by Commissioner Gauss, to approve Resolution 2018-07 and the motion carried unanimously.
- Resolution 2018-08 Approval of the KHA Budget for FY2019. An increase in the contract with the background provider increased costs. Commissioner Grant made a motion, seconded by Commissioner Ingemunson, to approve Resolution 2018-08 and the motion carried unanimously.
- Resolution 2018-09 Acceptance of the KHA 2017 Audit. A RFP will be going out for a new auditor. Finance Manager Celeste-Wade recommends Clifton, Larson, Allen as they are familiar with DHA and can meet the preferred audit time table. Commissioner Gauss made a motion, seconded by Commissioner Grant, to approve Resolution 2018-09 and the motion carried unanimously.

8. EXECUTIVE DIRECTOR'S REPORT

Executive Director Coles hopes to open the KHA wait list around this time next year. There are no new opportunities for additional vouchers in the near future but he continues to monitor funding notices.

9. EXECUTIVE SESSION

There was no Executive Session.

10. FUTURE DISCUSSION/ACTION ITEMS

Chairman Prochaska addressed the progress of additional leasing space with the County. Commissioner Gauss thanked Executive Director Coles for opening the wait list which resulted in helping the homeless community.

11. ADJOURNMENT

Commissioner Gauss made a motion, seconded by Commissioner Grant, to adjourn the meeting. The motion carried unanimously, and Chairman Prochaska adjourned the meeting at 8:40 a.m.

Respectfully Submitted,

Susan Martin

Sr. Administrative Assistant/Recording Secretary