

## **MINUTES**

### DUPAGE HOUSING AUTHORITY BOARD OF COMMISSIONERS

January 20, 2022

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.

In Attendance: DHA Commissioners, Dru Bergman, John Berley, Dawn DeSart, Jessica Garmon, Stefanie Hood, Candace King and Chairperson Ingram.

Also present were Executive Director Kenneth Coles; Compliance Manager Lisa Howe; Finance Manager Kanasha Hunt, Special Counsel Eric Hanson; and Sr. Administrative Assistant Susan Martin.

1. CALL TO ORDER

The meeting was called to order by Chairman Ingram at 8:45 a.m.

2. ROLL CALL

A roll call showed that seven Commissioners were present, a quorum.

3. PLEDGE OF ALLEGIANCE

4. PUBLIC COMMENT

There were no public comments.

5. APPROVAL OF MINUTES

Commissioner DeSart made a motion, seconded by Commissioner Garmon, to approve the minutes of November 18, 2021. The motion carried unanimously.

6. FINANCIAL REPORT

Finance Chairman Bergman reported on developments including:

- The Finance Committee met on Jan. 18, 2022 and reviewed Oct. and Nov. Financials. Staff and CLA auditors are working to tag Cares Act funds to expenses using "best practices." The overall financial picture shows no concerns with a continued good cash position.
- The Audit is in progress with a presentation to the Board at the March meeting.
- Finance Staffing: Kanasha Hunt started Jan. 19<sup>th</sup> as the new Finance Manager.
- Cyber liability is completed.
- 2022 Group Insurance: Currently in progress.
- Finance Policies: Will be reviewing them with Executive Director Coles.
- Salary Review: Still on the agenda.

7. EXECUTIVE DIRECTOR'S REPORT

VMS (Voucher Management System) will be reported each month to the Board.

8. UNFINISHED BUSINESS

There was no unfinished business.

9. NEW BUSINESS

- Chair Ingram appointed Commissioner Berley as Chair of the Committee for Succession of the Executive Director. Along with Commission King, they will form a timeline, review resumes, conduct initial interviews, and make recommendations before the Board.

10. EXECUTIVE SESSION

Commissioner Garmon made a motion, seconded by Commissioner King, to recess into executive session to discuss litigation (Section2(c)(11)); and to adjourn at the end of the executive session, with no return to public session. The motion carried unanimously, and the Board recessed into executive session at 9:07 a.m.

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