

**MINUTES OF THE BOARD OF
COMMISSIONERS OF THE DUPAGE HOUSING AUTHORITY
Thursday January 19, 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	Not in 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
Susan Martin	Admin Assistant	Virtual attendance

The Chair declared the presence of a quorum and the meeting began at 9:01 a.m.

Public Comments:

There were no public comments.

Election of Officers:

Berley made a motion to retain the current slate of Board Officers, seconded by DeSart and the motion carried unanimously. Ingram as Chair, Berley as Vice-Chairman, and Dru as Finance Chair continue for another two-year term.

Approval of Minutes:

Bergman made a motion, seconded by DeSart to approve the minutes of Nov. 17, 2022. The motion carried unanimously.

Financial Report:

- The Finance Committee met on Dec. 13th and Jan. 17th. The Dec. meeting focus was on reforecasting the budget that will be presented to the Board in Feb. A placeholder for BDO is on the budget as a new expense.
- There is sufficient cash on hand as the Comptroller works through various accounts. The current high HAP Receivables is due to unapplied receipts. Depreciation will be updated.
- The income statement is straight-forward. A credit was applied from BCBS.
- QAD update: DHA submitted action plan regarding finance site visit within required response time; HUD accepted with minimal revisions regarding timeline of action steps. An on-site visit is scheduled for March regarding program operations.

- BDO update: Commissioner Finance Training was yesterday.
- RFP update: Audit Services and Bank Financial Services (RFI) will be going out.
- Repayment Agreement: Payment going out today.
- 401(a) Empower Update: Finance Committee recommends approval of passage of Resolution 2023-03 to transfer funds resulting in savings for employees and forfeiture savings for DHA.
- FY2023 Audit: CLA is scheduled to complete audit in March.
- Employee Health Insurance update: BCBS had a 5% cost increase.

Executive Director's Update

A new style of report was presented with all departments showcased. Yardi and the Data Analysis are working on getting waitlist statistics for the Board. Mayslake Village will not expand its project-based portfolio. A report on all DHA project-based properties will be presented at the next Board meeting.

Presentation of Resolutions:

RESOLUTION NO. 2023-01

Approval of Amended Employee Personnel Handbook. A motion to approve was made by Berley, seconded by DeSart and it passed unanimously based upon the following provisions: removal of the PTO revisions.

RESOLUTION NO. 2023-02

Approval of the DuPage County Contract for the 2023 FSS Program. A motion to approve was made by King, seconded by DeSart and it passed unanimously.

RESOLUTION NO. 2023-03

Approval of the Amend Employee Retirement Fund. A motion to approve was made by DeSart and seconded by King.

RESOLUTION NO. 2023-04

Approval to Amend the Wait List Program Criteria for Addison Horizon was tabled.

Adjournment

Berley made a motion, seconded by King, to adjourn the meeting. The motion carried unanimously, and the session ended at 9.25 a.m.

Susan Martin
Recording Secretary