

# MINUTES

## DUPAGE HOUSING AUTHORITY FINANCE COMMITTEE November 13, 2018

### CALL TO ORDER

DHA Commissioner John Berley, called the meeting to order at 11:01 a.m. at the DuPage Housing Authority offices, 711 E. Roosevelt Road, Wheaton, IL.

### ROLL CALL

Commissioner Berley noted for the minutes that Chairman Brosnahan was participating by telephone conference call and Commissioner Dru Bergman was present for the meeting. Also present were, Finance Manager Christine Celeste-Wade and Sr. Administrative Assistant Sue Martin.

### PUBLIC COMMENTS

No members of the public attended the meeting.

### APPROVAL OF MINUTES

Commissioner Bergman made a motion, seconded by Commissioner Berley, to approve the Finance Committee meeting minutes of October 16, 2018 with amendments.

### FINANCIAL STATEMENTS

Finance Manager Celeste Wade reviewed the Finance Statements including the Balance Sheet, Income Statements, Check Register, Credit Card Statements, and DHA Management, Inc. Among the topics covered during discussions were:

- Chairman Brosnahan reviewed the Financials on November 8<sup>th</sup> with Finance Manager Celeste-Wade.
- Finance Manager Celeste-Wade is in the process of working with other housing authorities to correct balances and getting HUD funding restored to normal levels.
- The administration of Hawthorn Ridge Apartment vouchers has increased the amount of admin fees received. Computer support fees have decreased by switching to a new provider.
- EID, eligible income disallowance was explained.
- There was one FSS graduate with an escrow during the month of October and the DHA security deposit grant assisted 13 families.

### NEW BUSINESS

- Audit Update: Finance Manager Celeste-Wade is waiting for additional information and will present that at the Board Meeting on Thursday.
- Commissioner Bergman addressed her new consulting position for transparency purposes.

### ADJOURNMENT

Commissioner Bergman made a motion to adjourn the meeting, seconded by Commissioner Berley and the meeting adjourned at 11:34 a.m.

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