

**MINUTES OF THE BOARD OF
COMMISSIONERS OF THE DUPAGE HOUSING AUTHORITY
Thursday September 21, 2023**

The September 21, 2023 Board of Commissioners meeting of the DuPage Housing Authority was held in the Board Room at the DuPage Housing Authority Office at 711 E. Roosevelt Road, Wheaton, IL.

Roll Call:

The Chair called the meeting to order, the following members of the Board being present:

Sherrin Ingram	Chair	Present
John Berley	Vice Chairman	Present
Dru Bergman	Commissioner	Present
Dawn DeSart	Commissioner	Present
Jessica Garmon	Commissioner	Absent
Stefanie Hood	Commissioner	Present
Candace King	Commissioner	Present

The following others were also present:

Cheron Corbett	Executive Director	Present
Eric Hanson	Special Counsel	Virtual attendance
Dwayne Tucker	BDO	Virtual attendance
Ben Karlin	Rubino	Virtual attendance
Susan Martin	Admin Assistant	Present

The Chair declared the presence of a quorum and the meeting began at 10:04 a.m.

Public Comments:

There were no public comments.

Approval of Minutes:

DeSart made a motion, seconded by King to approve the minutes of July 20, 2023 with a minor correction. The motion carried unanimously.

Financial Report:

- Mr. Karlin from Rubino & Co. addressed the DHA FY22 Audit items that had changed since the first draft. Finding 2022-02 Late Submission of Financial Statements for FAC and REAC. He explained DHA has submitted a waiver to HUD for correction. The other change was the removal of finding 2022-04 Missing Depository Agreement as that was corrected.
- Mr. Tucker presented an overview of Financials. The Finance Committee requested user-friendly reports that include a Balance Sheet, Income Statement, Budget Comparison, and payment details for the Oct. committee meeting. Discussion included utilization increasing, VMS reporting not syncing with finance statements, propose auditing porting adjustments, and double payments. The FY2023 audit is scheduled for field work to commence in January 2024, completion in February, and submittal in March. A question was raised as to whether DHA needs an engagement letter with Rubino & Co.
- The Finance Dept. hiring process is proceeding.

Executive Director's Update

Discussion covered the DHA office in the Hines VA Hospital, Foster Youth Initiative, Habitat for Humanity house build, 78 enhanced vouchers from Abby Apartments conversion, DHA increased payment standards, and technology upgrade for the Boardroom.

Presentation of Resolutions:**RESOLUTION NO. 2023-13**

Acceptance of the Final FY2022 Audit Report. A motion was made by DeSart, seconded by Hood, and it passed unanimously.

RESOLUTION NO. 2023-14

Approval of the Small Area Fair Market Rent Payment Standards. A motion was made by Bergman, seconded by DeSart, and it passed unanimously.

RESOLUTION NO. 2023-15

Enter into a Contract with Sound Incorporated. A motion was made by DeSart, seconded by Hood, and it passed unanimously.

Adjournment:

Berley made a motion, seconded by DeSart, to adjourn the meeting. The motion carried unanimously, and Chair Ingram adjourned the meeting at 10:52 am.

Susan Martin
Recording Secretary