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## MINUTES

DUPAGE HOUSING AUTHORITY  
BOARD OF COMMISSIONERS  
April 18, 2019

The April 18, 2019 Board of Commissioners meeting of the DuPage Housing Authority (DHA) was held in the Board Room at 711 East Roosevelt Road, Wheaton, IL.

In Attendance: DHA Commissioners, Dru Bergman, John Berley, Jessica Garmon, Candace King, Lou Petritz and Chairman Ingram. Commission Brosnahan participated by telephone and it was noted for the record that he could not vote or be counted toward a quorum.

Also present were Executive Director Kenneth Coles, Finance Manager Christine Celeste-Wade, and Sr. Administrative Assistant Susan Martin.

In the audience was Jan Kay of the League of Women Voters.

1. CALL TO ORDER

The meeting was called to order by Chairman Ingram at 8:46 a.m.

2. ROLL CALL

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

3. PLEDGE OF ALLEGIANCE

4. PUBLIC COMMENT

There were no public comments.

5. APPROVAL OF MINUTES

Commissioner Bergman made a motion, seconded by Commissioner Garmon to approve the minutes of March 21, 2019. The motion carried unanimously.

6. FINANCIAL REPORT

Finance Chairman Brosnahan presented the Financial Report. Among the topics covered were:

- Progress made with Port-In balances. The income statement showed DHA "in a good position".
- Finance Manager Celeste-Wade created a new separate line item for Unearned Admin Revenue-UNP Shortage under Accounts Payable and will consult with auditors on retaining it.
- Due to a zip code correction of data base, some tenants were due a refund.
- Recommendation for refreshing the upstairs men's bathroom.
- No progress on the Ogden Manor subsidy payment.
- It is the consensus of the Finance Committee and the Board of Commissioners to retain Clifton, Larson, Allen as auditors and go out for RFP in January 2020. This topic will be on the next Board Meeting to formalize it.
- Discussion of insurance policies, renewals, brokers. Finance Manager will look into RMF.

7. EXECUTIVE DIRECTOR'S REPORT

DHA is 100% leased at this time. No news on the repayment agreement. Discussion covered moving to work designation and DHA client statistics.

8. UNFINISHED BUSINESS

There was no unfinished business.

9. NEW BUSINESS

There was no new business

10. EXECUTIVE SESSION

There was no Executive Session.

11. FUTURE DISCUSSION/ACTION ITEMS

There were no future discussions.

12. ADJOURNMENT

Commissioner Berley made a motion, seconded by Commissioner King to adjourn. The motion carried unanimously, and Chairman Ingram adjourned the meeting at 9:31 a.m.

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