

MINUTES

DUPAGE HOUSING AUTHORITY FINANCE COMMITTEE May 14, 2019

CALL TO ORDER

Finance Chairman Brosnahan, called the meeting to order at 11:00 a.m. at the DuPage Housing Authority offices, 711 E. Roosevelt Road, Wheaton, IL.

ROLL CALL

In attendance were Commissioner Berley and Commissioner Bergman. Also present were, Executive Director Kenneth Coles, Finance Manager Christine Celeste-Wade, and Sr. Administrative Assistant Sue Martin.

PUBLIC COMMENTS

There were no public comments.

APPROVAL OF MINUTES

Commissioner Berley made a motion, seconded by Commissioner Bergman, to approve the Finance Committee meeting minutes of April 16, 2019. The motion carried unanimously.

FINANCIAL STATEMENTS

Finance Chairman Brosnahan 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 May 9th with Finance Manager Celeste-Wade.
- Finance Manger Celeste-Wade continues to follow up on the HAP port in balances.
- Discussion on the FSS coordinator and funding process. There was one FSS graduate.
- The Landlord pro-ration payment process will be re-evaluated and possibly changed to full month payments.
- Possibly hiring an A/P staff member in the Finance Dept around July.
- The DHA FY budget will be presented to the Board next month.
- An estimate for the bathroom refresh was available for attendees.

NEW BUSINESS

- Discussion of Resolution 2019-08 Approval of Contract with Clifton, Larson, Allen. Commissioner Berley made a motion, seconded by Commissioner Bergman to recommend retaining CLA as auditors next year to the full DHA Board of Commissioners.

ADJOURNMENT

Commissioner Berley made a motion, seconded by Commissioner Brosnahan to adjourn the meeting. The motion carried unanimously, and Chairman Brosnahan adjourned the meeting at 11:31 p.m.

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